



COUNCIL MEETING

MONDAY, APRIL 28, 2014

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, APRIL 28, 2014 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
1. GENERAL	
A) Call to Order	
B) Adoption of Agenda *	Adoption
C) Accounts Payable *	For Information
D) Bank Summary to January 31, 2014 *	For Information
2. DELEGATION	
A) Ensminger, Beck and Thompson (EBT) * Re; Auditor's Report	
i) Town of Redcliff	
a) Audit Findings Report *	For Information
b) Financial Statements *	For Approval & Auth. Signing Mayor/ Mun. Mgr & Dir. Finance & Admin
ii) Redcliff Cypress Regional Waste Management Authority	
a) Audit Findings Report *	For Information
b) Financial Statements *	For Approval & Auth. Signing Mayor/ Mun. Mgr &
B) S/Sgt. S. Maxwell Re: RCMP report to Council	For Information
3. MINUTES	
A) Council meeting held April 14, 2014 *	For Adoption
B) Redcliff Planning Board meeting held April 22, 2014 *	For Information
C) Municipal Planning Commission meeting held April 16, 2014 *	For Information
i) Land Use Bylaw Enforcement	For Information/ Comment

- D) Redcliff Improvement Partnerships (RIP) * For Information
- E) Economic Development Alliance meeting held March 18, 2014 * For Information

4. **BYLAWS**

- A) Bylaw 1782/2014 Fees, Charges and Rates Bylaw * 1st Reading

5. **REQUEST FOR DECISION**

- A) Urban Development Institute Membership * For Consideration
- B) Encroachment Permit Application * For Consideration
Re: Lot 6-7, Block A, Plan 9111515

6. **POLICIES**

- A) Policy 126, Code of Conduct – Committees, Boards, and Commissions * For Approval

7. **CORRESPONDENCE**

- A) Alberta Municipal Affairs * For Information
Re: Ministerial Order No. L:112/12 and L:001/14 Directives Concluded
- B) Alberta Municipal Affairs * For Information
Re: Bill 27, the Flood Recovery and Reconstruction Act

8. **OTHER**

- A) Memo * For Information
Re: Award of Infill and Infiltration Contract
- B) Municipal Manager Report * For Information
- C) Mayor and Council Committee Reports * For Information

9. **RECESS**

10. **IN CAMERA**

- A) Labour (1)

11. **ADJOURN**

ACCOUNTS PAYABLE			
COUNCIL MEETING APRIL 28, 2014			
<u>CHEQUE</u> <u>#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
74766	CITY OF MEDICINE HAT	UTILITIES & SEWAGE OUTLAY	\$77,331.57
74767	A & B STEEL LTD	SCREWS, BITS, SWITCH	\$74.55
74768	ACE LANDSCAPING	RCMP SNOW REMOVAL	\$1,260.00
74769	ACKLANDS - GRAINGER INC	PICK AXE	\$161.03
74770	ACTION PARTS	HEAT GUN KIT	\$31.49
74771	AFFINITY WELDING & MECHANICAL	CUT OUT PINS ON QUICK ATTACH	\$89.25
74772	ALTA-WIDE BUILDERS SUPPLIES (M	SCREWS, PAINT	\$284.98
74773	AMSC INSURANCE SERVICES(GENERA	UNIT#148 INSURANCE PREMIUM	\$314.08
74774	BIG BROTHERS/BIG SISTERS	MENTORING PROGRAM	\$500.00
74775	BROWN, CHERE	CANADIAN BADLANDS CONFERENCE	\$394.26
74776	C.E.M. HEAVY EQUIPMENT	UNIT#134 FRONT CRANK & SEAL	\$257.23
74777	CHAPMAN, LYLE	SEWER MODELING TRAINING COURSE	\$350.88
74778	CUMMINS WESTERN CANADA	ENGINE SEALANT	\$37.72
74779	CYPRESS GROUP	MONTHLY PHOTOCOPIER MAINTENANCE	\$3,762.20
74780	EPCOR ENERGY SERVICES INC.	LANDFILL ELECTRIC UTILITIES	\$214.24
74781	FARMLAND SUPPLY CENTER LTD	UNIT#128 HYDRAULIC HOSE, HOSE WRAP	\$147.64
74782	GRADWELL, RAYMOND	AB EMERGENCY ALERT USERS	\$180.60
74783	HARV'S JANITORIAL SERVICES	MARCH JANITORIAL SERVICE	\$3,386.25
74784	SHAW CABLE	TOWN HALL INTERNET	\$120.65
74785	OSMOND, ROBERT	MAYORS CAUCUS	\$553.48
74786	PITNEY WORKS	MONTHLY FOLDER/STUFFER CONTRACT	\$160.77
74787	PRITCHARD & COMPANY LLP	PROFESSIONAL SERVICES	\$952.61
74788	PRO FLOW PLUMBING & HEATING CO	DRAIN CLEAN, POWER JET LINES	\$315.00
74789	PROVINCIAL TREASURER - LAP	PENSION PREMIUMS	\$17,680.72
74790	REDCLIFF BAKERY	RV OPEN HOUSE COOKIES	\$22.00
74791	RECEIVER GENERAL	STAT DEDUCTIONS	\$28,145.03
74792	ROCKY MOUNTAIN PHOENIX	HIGH PRESSURE SCBA	\$22,465.80
74793	SOUTHERN REWIND LIMITED	BEARINGS, LABOUR, SHOP SUPPLIES	\$572.57
74794	STEHR, BRIAN	ALUP COURSE	\$992.18
74795	SUMMIT MOTORS LTD	COOLANT HOSE, TANK, CONDITIONER	\$681.65
74796	SUPERIOR TRUCK EQUIPMENT	UNIT#128 RINGS, WASHERS, ROLLERS, BUSHINGS	\$171.73
74797	TELUS COMMUNICATION INC.	PHONE SERVICE	\$1,702.35
74798	TELUS MOBILITY	PS/BYLAW/ENG CELL PHONE	\$461.35
74799	EXOVA	STORM POND WATER ANALYSIS	\$459.89
74800	BREWMASTER WHOLESALE FOODS	STYROFOAM CONTAINERS & LIDS	\$110.04
74801	TOWN OF REDCLIFF	REGULAR PAYROLL	\$56,572.60
74802	UNITED RENTALS	J-TAMPER RENTAL	\$88.99
74803	WILLIE'S 24 HOUR TOWING LTD.	TOW TRUCK CHARGE	\$63.00

74804	WSP CANADA INC	PROJ#130 PROG PMT#2	\$4,141.20
74805	WOOD, DALE	FIREARMS SAFETY COURSE	\$2,660.00
74806	HOLLAND, ROD	AUGER LINE TO STREET	\$252.00
74807	BOTH, DAVID	REFUND INACTIVE UT ACCOUNT	\$14.66
74808	BATUS FINANCE	REFUND DEPOSIT INACTIVE UT ACCOUNT	\$100.00
74809	ACTION AUGER CANADA INC.	REFUND DUPLICATE PAYMENT	\$81.30
74810	JODI BANMAN	ZUMBA CLASS	\$600.00
74811	MILLER, KORRIE	REC-TANGLE DEPOSIT REFUND	\$150.00
74812	JANES, KAREN	REC-TANGLE DEPOSIT REFUND	\$50.00
74813	SYNERGY MARKETING DVI OF MRG	RESCUE/ESCAPE KNIVES	\$460.95
74814	TATARYN, HOLLY	SENIORS CENTRE RENTAL/DEPOSIT/KEY REFUND	\$232.75
74815	SHINE FACTORY CRACKMASTERS	UNIT#130 BOX COVER	\$1,458.45
74816	TELUS MOBILITY	FIRE RESCUE TRUCK PHONE & WTP PAGER	\$53.34
74817	TELUS COMMUNICATION INC.	PHONE SERVICE	\$1,599.09
74818	SANIWORKS LTD.	DRIVE BELTS	\$134.36
74819	SCHEFFER ANDREW LTD.	NORTHSIDE FSR PROFESSIONAL SERVICES	\$8,603.70
74820	ROSENAU TRANSPORT LTD	CHLORINE CYLINDERS SHIPPING	\$353.49
74821	PUROLATOR	WATER SAMPLES & PARTS SHIPPING	\$134.90
74822	MPE ENGINEERING LTD.	PROJ#21 PROG PMT#43	\$86,028.08
74823	MIKE'S ROADHOUSE	MEALS ON WHEELS FEB & MAR	\$4,336.24
74824	MEDICINE HAT TAI CHI& QUI-GONG	TAI-CHI	\$500.00
74825	FORTY MILE GAS CO-OP LTD.	LANDFILL GAS UTILITIES	\$775.25
74826	DILLMAN, EVAN	CLASS 3 LEARNERS/ROAD TEST	\$166.20
74827	CITY OF MEDICINE HAT	UTILITIES & SEWAGE OUTLAY	\$114,785.24
74828	AMEC EARTH & ENVIRONMENTAL	PROJ#100 PROG PMT#3	\$881.63
74829	A & B STEEL LTD	ANGLE IRON & DISC	\$47.86
74830	CIBC VISA	MARCH VISA	\$8,109.35
74831	PROVINCIAL TREASURER - LAPP	PENSION PREMIUMS	\$17,626.80
74832	RECEIVER GENERAL	STAT DEDUCTIONS	\$28,343.48
74833	TOWN OF REDCLIFF	REGULAR & COUNCIL PAY	\$66,254.57
		68 CHEQUES TOTAL:	\$570,005.27

BANK SUMMARY FOR JANUARY 31, 2014

DESCRIPTION	GENERAL	PAYROLL	TOTAL
BALANCE FORWARD	214,432.95	10,000.00	224,432.95
DAILY DEPOSITS	270,928.68	120,843.52	391,772.20
CIBC DIRECT DEPOSITS/ TELEBANKING	255,343.90	0.00	255,343.90
INTEREST EARNED	8,340.53	0.00	8,340.53
T-BILL REDEMPTIONS	0.00	0.00	0.00
OTHER DIRECT DEPOSITS	0.00	0.00	0.00
SUBTOTAL	534,613.11	120,843.52	655,456.63
CHEQUES	(677,962.94)	(120,843.52)	(798,806.46)
ASFF QUARTERLY PAYMENTS	0.00	0.00	0.00
DEBENTURE PAYMENTS	0.00	0.00	0.00
T-BILL PURCHASES	0.00	0.00	0.00
NSF CHEQUES	0.00	0.00	0.00
OTHER DIRECT WITHDRAWALS	(9,322.16)	0.00	(9,322.16)
SUBTOTAL	(687,285.10)	(120,843.52)	(808,128.62)
TOTAL	61,760.96	10,000.00	71,760.96
BANK CLOSING BALANCE	251,679.81	10,000.00	261,679.81
ADD:O/S DEPOSITS	90,442.69	0.00	90,442.69
LESS:O/S CHEQUES	(280,361.54)	0.00	(280,361.54)
TOTAL	61,760.96	10,000.00	71,760.96

INVESTMENTS

CIBC PREMIUM T-BILL FUND	5.12.02.321	11,750,000.00
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126	1,502,749.32
TOTAL INVESTMENTS		13,252,749.32

TOWN OF REDCLIFF
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2013

Draft for discussion purposes only

TOWN OF REDCLIFF

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December 31, 2013

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MANAGEMENT RESPONSIBILITY STATEMENT

To the Mayor and Council of the Town of Redcliff:

Management is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the consolidated financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of consolidated financial statements.

The Council is composed entirely of Councillors who are neither management nor employees of the Town. The Council is responsible for overseeing management in the performance of its financial reporting responsibilities. The Council fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Council is also responsible for recommending the appointment of the Town's external auditors.

Ensminger, Beck & Thompson, an independent firm of Chartered Accountants, is appointed by the councillors to audit the consolidated financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Council and management to discuss their audit findings.

Municipal Manager
April 28, 2014

Director of Finance and Administration
April 28, 2014

INDEPENDENT AUDITOR'S REPORT

To the Members of Council of
Town of Redcliff

We have audited the accompanying consolidated financial statements of Town of Redcliff, which comprise the Consolidated Statement of Financial Position as at December 31, 2013, and the Consolidated Statements of Operations, Changes in Net Financial Assets and Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the organization's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

INDEPENDENT AUDITOR'S REPORT, continued

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Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Town of Redcliff as at December 31, 2013, and the results of its operations, change in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Other Matter

The prior year consolidated financial statements were audited by another auditor without qualification.

Medicine Hat, Alberta
April 28, 2014

CHARTERED ACCOUNTANTS

DRAFT

TOWN OF REDCLIFF

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2013

	2013	2012
FINANCIAL ASSETS		
Cash and temporary investments (Note 2)	\$ 11,427,188	\$ 12,137,197
Receivables		
Taxes and grants in place of taxes (Note 3)	339,619	387,851
Trade and other receivables	2,021,268	1,611,012
Loan receivable (Note 4)	464,765	546,628
Land inventory held for resale	1,361,227	1,507,939
Other inventory for resale	24,080	25,965
Debt charges recoverable (Note 5)	12,503	36,605
	<u>15,650,650</u>	<u>16,253,197</u>
FINANCIAL LIABILITIES		
Temporary bank indebtedness (Note 6)	-	742,677
Accounts payable and accrued liabilities	439,882	1,167,475
Deferred revenue	1,133,705	213,899
Employee benefit obligations (Note 7)	120,136	115,145
Long-term debt (Note 8)	5,003,174	5,955,490
	<u>6,696,897</u>	<u>8,194,686</u>
NET FINANCIAL ASSETS	<u>8,953,753</u>	<u>8,058,511</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 3)	74,607,262	71,071,001
Inventory for consumption	100,198	81,285
Prepaid expenses	87,597	92,928
	<u>74,795,057</u>	<u>71,245,214</u>
ACCUMULATED SURPLUS (Schedule 1, Note 11)	<u>\$ 83,748,810</u>	<u>\$ 79,303,725</u>
CONTINGENCIES (Note 12)		
COMMITMENTS (Note 13)		

Mayor

The accompanying notes are an integral part of the financial statements.

DRAFT**TOWN OF REDCLIFF****CONSOLIDATED STATEMENT OF OPERATIONS****FOR THE YEAR ENDED DECEMBER 31, 2013**

	Budget \$	2013 \$	2012 \$
REVENUE			
Net municipal taxes (Schedule 3)	5,175,343	5,111,417	4,984,444
User fees and sales of goods	3,767,300	4,541,048	4,157,981
Government transfers for operating (Schedule 4)	565,100	578,275	566,010
Investment income	50,000	109,596	83,004
Penalties and costs of taxes	68,900	92,900	74,645
Rentals	174,700	116,967	189,841
Other	37,250	74,482	69,200
Total Revenue	9,838,593	10,624,685	10,125,125
EXPENSES			
Legislative	134,300	128,084	125,144
Administration	1,573,318	1,539,136	1,349,730
Protective services	1,308,625	1,420,812	1,294,926
Transportation services	986,674	3,097,066	3,143,392
Water, wastewater and waste management	1,898,074	2,375,376	2,267,790
Public health and welfare	268,645	229,651	223,216
Planning and development	469,269	461,334	486,576
Recreation and culture	1,077,784	1,009,213	1,061,310
Total Expenses	7,716,689	10,260,672	9,952,084
EXCESS OF REVENUE OVER EXPENSES - BEFORE OTHER	2,121,904	364,013	173,041
OTHER			
Government transfers for capital (Schedule 4)	8,282,942	4,081,072	1,632,558
EXCESS OF REVENUE OVER EXPENSES	10,404,846	4,445,085	1,805,599
ACCUMULATED SURPLUS, beginning of year	79,303,725	79,303,725	77,498,126
ACCUMULATED SURPLUS, end of year	89,708,571	83,748,810	79,303,725

The accompanying notes are an integral part of the Consolidated financial statements.

DRAFT**TOWN OF REDCLIFF****CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS****FOR THE YEAR ENDED DECEMBER 31, 2013**

	Budget \$	2013 \$	2012 \$
EXCESS OF REVENUE OVER EXPENSES	10,404,846	4,445,085	1,805,599
Acquisition of tangible capital assets	(18,965,980)	(6,489,829)	(1,985,202)
Proceeds on disposal of tangible capital assets	-	6,762	-
Amortization of tangible capital assets	-	2,771,385	2,660,315
Loss on disposal of tangible capital assets	-	175,422	342,148
	(18,965,980)	(3,536,260)	1,017,261
Acquisition of supplies inventories	(81,000)	(26,755)	(81,285)
Acquisition of prepaid assets	(93,000)	(55,445)	(92,928)
Use of supplies inventories	81,000	7,842	91,490
Use of prepaid assets	93,000	60,783	97,971
	-	(13,575)	15,248
INCREASE (DECREASE) IN NET ASSETS	(8,561,134)	895,250	2,838,108
NET FINANCIAL ASSETS, beginning of year	8,058,503	8,058,503	5,220,395
NET FINANCIAL ASSETS, end of year	(502,631)	8,953,753	8,058,503

The accompanying notes are an integral part of the Consolidated financial statements.

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TOWN OF REDCLIFF

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2013

	2013 \$	2012 \$
NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Excess of revenues over expenses	4,445,085	1,805,599
Non-cash items included in excess of revenue over expenses:		
Amortization of tangible capital assets	2,771,385	2,660,315
Loss (gain) on disposal of tangible capital assets	175,422	342,148
Non-cash charges to operations (net change):		
Decrease in taxes and grants in lieu of revenue	48,232	(16,981)
Increase in trade and other receivables	(410,256)	(714,421)
Decrease in land inventory held for resale	146,712	80,098
Decrease in other inventory for resale	1,885	11,740
Increase in inventory for consumption	(18,913)	10,205
Decrease in prepaid expenses	5,337	5,043
Decrease in accounts payable and accrued liabilities	(727,601)	626,042
Decrease in loans receivable/debt recoverable	105,965	(17,266)
Increase in deferred revenue	919,806	16,941
Increase in employee benefit obligations	4,991	(63,980)
Cash provided by operating transactions	7,468,050	4,745,483
CAPITAL		
Acquisition of tangible capital assets	(6,489,829)	(1,985,202)
Sale of tangible capital assets	6,762	-
Cash applied to capital transactions	(6,483,067)	(1,985,202)
INVESTING		
Decrease (increase) in restricted cash or cash equivalents	-	-
Decrease (increase) in investments	-	-
Cash provided by (applied to) investing activities	-	-
FINANCING		
Long-term debt issued	-	650,927
Long-term debt repaid	(952,315)	(890,752)
Cash provided by (applied to) financing activities	(952,315)	(239,825)
CHANGE IN CASH AND EQUIVALENTS	32,668	2,520,456
CASH AND CASH EQUIVALENTS, beginning of year	11,394,520	8,874,064
CASH AND CASH EQUIVALENTS, end of year (Note 2, 6)	11,427,188	11,394,520

The accompanying notes are an integral part of the Consolidated financial statements.

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TOWN OF REDCLIFF

STATEMENT OF CHANGES IN ACCUMULATED SURPLUS - SCHEDULE 1

FOR THE YEAR ENDED DECEMBER 31, 2013

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2013 \$
BALANCE, beginning of year	4,045,462	10,106,146	65,152,117	79,303,725
Excess of revenues over expenditures	4,445,085	-	-	4,445,085
Unrestricted funds designated for future use	(6,378,753)	6,378,753	-	-
Restricted funds used for operations	181,206	(181,206)	-	-
Restricted funds used for tangible capital assets	-	(6,489,829)	6,489,829	-
Current year funds used for tangible capital assets	-	-	-	-
Disposal of tangible capital assets	182,183	-	(182,183)	-
Annual amortization expense	2,771,385	-	(2,771,385)	-
Long-term debt repayment	(928,213)	-	928,213	-
Change in accumulated surplus	272,893	(292,282)	4,464,474	4,445,085
BALANCE, end of year	4,318,355	9,813,864	69,616,591	83,748,810

FOR THE YEAR ENDED DECEMBER 31, 2012

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	\$ 2012
BALANCE, beginning of year	2,899,901	8,645,725	65,952,500	77,498,126
Excess of revenues over expenditures	1,805,599	-	-	1,805,599
Unrestricted funds designated for future use	(3,541,295)	3,541,295	-	-
Restricted funds used for operations	216,307	(216,307)	-	-
Restricted funds used for tangible capital assets	-	(1,864,567)	1,864,567	-
Current year funds used for tangible capital assets	530,292	-	(530,292)	-
Disposal of tangible capital assets	342,148	-	(342,148)	-
Annual amortization expense	2,660,315	-	(2,660,315)	-
Long-term debt repayment	(867,805)	-	867,805	-
Change in accumulated surplus	1,145,561	1,460,421	(800,383)	1,805,599
BALANCE, end of year	4,045,462	10,106,146	65,152,117	79,303,725

The accompanying notes are an integral part of the Consolidated financial statements.

TOWN OF REDCLIFF

SCHEDULE OF TANGIBLE CAPITAL ASSETS - SCHEDULE 2

FOR THE YEAR ENDED DECEMBER 31, 2013

	Construction In Progress	Land	Land Improvements	Buildings	Engineered Structures	Machinery & Equipment	Vehicles	2013 \$
COST:								
BALANCE, beginning of year	1,091,809	4,956,758	449,309	7,046,640	86,818,625	3,488,531	1,662,440	105,514,112
Acquisition of tangible capital assets	6,658,088	-	159,042	28,839	1,031,536	537,328	46,174	8,461,007
Construction completed	(1,971,178)	-	-	-	-	-	-	(1,971,178)
Disposal of tangible capital assets	-	-	-	-	(316,776)	(19,522)	-	(336,298)
BALANCE, end of year	5,778,719	4,956,758	608,351	7,075,479	87,533,385	4,006,337	1,708,614	111,667,643
ACCUMULATED AMORTIZATION:								
BALANCE, beginning of year	-	-	88,138	2,616,339	29,325,555	1,451,829	961,250	34,443,111
Annual amortization	-	-	24,275	138,088	2,328,415	180,698	99,909	2,771,385
Accumulated amortization on disposals	-	-	-	-	(139,278)	(14,837)	-	(154,115)
BALANCE, end of year	-	-	112,413	2,754,427	31,514,692	1,617,690	1,061,159	37,060,381
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	5,778,719	4,956,758	495,938	4,321,052	56,018,693	2,388,647	647,455	74,607,262

FOR THE YEAR ENDED DECEMBER 31, 2012

	Construction In Progress	Land	Land Improvements	Buildings	Engineered Structures	Machinery & Equipment	Vehicles	\$ 2012
COST:								
BALANCE, beginning of year	6,519,661	4,956,758	323,173	7,046,640	80,415,301	3,418,998	1,605,598	104,284,129
Acquisition of tangible capital assets	1,732,692	-	126,136	-	7,160,544	69,533	56,842	9,145,747
Construction completed	(7,160,544)	-	-	-	-	-	-	(7,160,544)
Disposal of tangible capital assets	-	-	-	-	(755,220)	-	-	(755,220)
BALANCE, end of year	1,091,809	4,956,758	449,309	7,046,640	86,818,625	3,488,531	1,662,440	105,514,112
ACCUMULATED AMORTIZATION:								
BALANCE, beginning of year	-	-	70,993	2,478,540	27,489,821	1,297,769	858,744	32,195,867
Annual amortization	-	-	17,145	137,799	2,248,805	154,060	102,506	2,660,315
Accumulated amortization on disposals	-	-	-	-	(413,071)	-	-	(413,071)
BALANCE, end of year	-	-	88,138	2,616,339	29,325,555	1,451,829	961,250	34,443,111
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	1,091,809	4,956,758	361,171	4,430,301	57,493,070	2,036,702	701,190	71,071,001

The accompanying notes are an integral part of the Consolidated financial statements.

DRAFT**TOWN OF REDCLIFF****SCHEDULE OF PROPERTY AND OTHER TAXES - SCHEDULE 3****FOR THE YEAR ENDED DECEMBER 31, 2013**

	Budget	2013	2012
	\$	\$	\$
TAXATION			
Real property taxes	6,628,193	6,594,681	6,446,034
Linear property taxes	122,000	122,427	116,497
Local improvement taxes	487,000	457,361	450,472
Other revenues	-	3,259	3,184
	7,237,193	7,177,728	7,016,187
REQUISITIONS			
Alberta School Foundation Fund	1,994,550	1,999,075	1,967,284
Cypress View Foundation	67,300	67,236	64,459
	2,061,850	2,066,311	2,031,743
NET MUNICIPAL TAXES	5,175,343	5,111,417	4,984,444

The accompanying notes are an integral part of the Consolidated financial statements.

DRAFT

TOWN OF REDCLIFF

SCHEDULE OF GOVERNMENT TRANSFERS - SCHEDULE 4

FOR THE YEAR ENDED DECEMBER 31, 2013

	Budget \$	2013 \$	2012 \$
TRANSFERS FOR OPERATING			
Federal Government	1,000	1,000	1,000
Provincial Government	553,400	566,565	554,300
Other Local Governments	10,700	10,710	10,710
	565,100	578,275	566,010
TRANSFERS FOR CAPITAL			
Provincial Government	8,282,942	4,081,072	1,632,558
Federal Government	-	-	-
	8,282,942	4,081,072	1,632,558
TOTAL GOVERNMENT TRANSFERS	8,848,042	4,659,347	2,198,568

The accompanying notes are an integral part of the Consolidated financial statements.

DRAFT

TOWN OF REDCLIFF

SCHEDULE OF CONSOLIDATED EXPENDITURES BY OBJECT - SCHEDULE 5

FOR THE YEAR ENDED DECEMBER 31, 2013

	Budget	2013	2012
	\$	\$	\$
CONSOLIDATED EXPENDITURES BY OBJECT			
Salaries, wages and benefits	3,196,852	2,954,829	2,874,731
Contracted and general services	1,489,114	1,347,716	1,179,743
Materials, goods and utilities	2,473,050	2,437,181	2,292,497
Provision for allowances	10,900	5,256	6,145
Transfers to boards and organizations	302,600	315,473	324,567
Bank charges	3,350	2,838	1,815
Interest on long-term debt	240,823	250,572	270,123
Amortization of tangible capital assets	-	2,771,385	2,660,315
Loss on disposal of tangible capital assets	-	175,422	342,148
	7,716,689	10,260,672	9,952,084

The accompanying notes are an integral part of the Consolidated financial statements.

TOWN OF REDCLIFF

SCHEDULE OF SEGMENTED DISCLOSURE - SCHEDULE 6

FOR THE YEAR ENDED DECEMBER 31, 2013

	General Government	Protective Services	Transportation Services	Planning and Development	Recreation and Culture	Environmental Services	Public Health and Welfare	2013 \$
REVENUE								
Net municipal taxes	5,111,417	-	-	-	-	-	-	5,111,417
Government transfers	90,066	368,720	1,681,072	-	13,710	2,400,000	105,779	4,659,347
User fees and sales of goods	52,050	57,849	22,863	983,551	230,226	3,157,718	36,791	4,541,048
Investment income	109,596	-	-	-	-	-	-	109,596
Penalties and costs on taxes	76,862	-	-	-	-	16,038	-	92,900
Rentals	-	85,906	-	31,061	-	-	-	116,967
Other revenue	62,115	-	-	-	10,576	-	1,791	74,482
	5,502,106	512,475	1,703,935	1,014,612	254,512	5,573,756	144,361	14,705,757
EXPENSES								
Contract and general services	442,867	61,389	324,053	200,651	106,178	154,302	58,276	1,347,716
Salaries and wages	645,003	228,477	619,392	249,570	439,271	713,478	59,638	2,954,829
Goods and supplies	21,426	1,036,132	177,013	4,316	167,037	969,776	61,481	2,437,181
Transfers to local boards	47,000	-	-	-	195,035	-	73,438	315,473
Long-term debt interest	250,572	-	-	-	-	-	-	250,572
Other expenses	2,217	-	175,422	-	301	5,576	-	183,516
	1,409,085	1,325,998	1,295,880	454,537	907,822	1,843,132	252,833	7,489,287
NET REVENUE, BEFORE AMORTIZATION	4,093,021	(813,523)	408,055	560,075	(653,310)	3,730,624	(108,472)	7,216,470
Amortization expense	(58,610)	(94,814)	(1,976,608)	(6,797)	(101,392)	(532,244)	(920)	(2,771,385)
NET REVENUE	4,034,411	(908,337)	(1,568,553)	553,278	(754,702)	3,198,380	(109,392)	4,445,085

The accompanying notes are an integral part of the Consolidated financial statements.

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Town of Redcliff (the "Town") are the representations of management prepared in accordance with Canadian generally accepted accounting standards for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the Town of Redcliff are as follows:

REPORTING ENTITY

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, and changes in fund balances and in financial position of the reporting entity which comprises all the organizations that are accountable for the administration of their financial affairs and resources to the council and are owned or controlled by the municipality.

The schedule of taxes levied also includes operating requisitions for many educational, health care, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

BASIS OF ACCOUNTING

Revenues are accounted for in the period in which the transactions or events occurred that give rise to the revenues.

Funds from external parties, and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers are recognized in the consolidated financial statements as revenues in the period that the events that gave rise to the transfer occurred, providing the transfers are authorized, the municipality has met any eligibility criteria, and a reasonable estimate of the amounts can be made.

Expenditures are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

USE OF ESTIMATES

The preparation of consolidated financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the consolidated financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

1. SIGNIFICANT ACCOUNTING POLICIES, continued

TEMPORARY INVESTMENTS

Temporary investments consisting of a T-Bill mutual fund and other non-interest bearing investments are recorded at the lesser of cost and fair market value. At December 31, 2013, market value approximates cost (2012 - market value approximates cost).

DEBT CHARGES RECOVERABLE

Debt charges recoverable consist of amounts that are recoverable from other entities or other local governments with respect to outstanding debentures or other long-term debt pursuant to annexation orders or capital undertakings. These recoveries are recorded at a value that equals the offsetting portion of the unmatured long-term debt, less actuarial requirements for the retirement of any sinking fund debentures.

LAND INVENTORY HELD FOR RESALE

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under their respective function.

GOVERNMENT TRANSFERS

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the consolidated financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria and stipulations have been met, and reasonable estimates of the amounts can be determined.

REQUISITION OVER-LEVY AND UNDER-LEVY

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

1. SIGNIFICANT ACCOUNTING POLICIES, continued

NON-FINANCIAL ASSETS

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

i. Tangible Capital Assets

Tangible capital assets are recorded at cost which include all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over the estimated useful life as follows:

Land improvements	20 years
Buildings	25-50 years
Engineered structures	.
Roadway system	15-40 years
Water system	45-75 years
Wastewater system	45-75 years
Machinery and equipment	5-25 years
Vehicles	10-25 years

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are also recorded as revenue.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iv. Inventories

Inventories held for consumption are recorded at the lower of cost or replacement cost.

v. Cultural and Historical Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

1. SIGNIFICANT ACCOUNTING POLICIES, continued

PREPAID LOCAL IMPROVEMENT CHARGES

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectable from property owners for work performed by the municipality.

FUTURE ACCOUNTING CHANGES

i. Liability for contaminated sites

PSAB approved PS 3260 which comes into effect for fiscal years beginning on or after April 1, 2014. This section establishes standards for reporting a liability associated with the remediation of certain contaminated sites. The Town has not yet adopted these standards or determined the effect on the consolidated financial statements.

ii. Financial instruments and financial statement presentation

PS 3450 on Financial Instruments and PS 1201 on Financial Statement Presentation comes into effect for fiscal years beginning on or after April 1, 2015. PS 3450 provides guidance on the recognition, measurement, presentation and disclosure of financial instruments including derivative instruments. PS 1201 Financial Statement Presentation includes the addition of a new statement outlining re-measurement gains and losses. The Town has not yet adopted these standards or determined the effect on the consolidated financial statements.

2. CASH AND TEMPORARY INVESTMENTS

	2013	2012
Cash	\$ 225,033	\$ 600
Temporary investments	11,202,155	12,136,597
	<u>\$ 11,427,188</u>	<u>\$ 12,137,197</u>

Temporary investments consist of T-Bill mutual funds totaling \$11,160,236 (2012 - \$12,094,678) and \$41,919 (2012 - \$41,919) of other non-interest bearing temporary investments.

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

3. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLE

	2013	2012
Current taxes and grants in place of taxes	\$ 248,736	\$ 279,304
Arrears taxes	90,883	108,547
	<u>\$ 339,619</u>	<u>\$ 387,851</u>

4. LOAN RECEIVABLE

The Town has loaned the Redcliff Cypress Regional Waste Management Authority \$224,000 (2012 - \$256,000) to assist in the funding of a capital project. The Town provides administrative services and operates the Authority with Cypress County through a joint agreement. The loan is unsecured, bearing interest at the posted 10-year rate set by the Alberta Capital Finance Authority Lending Rules of 2.76% (2012 - 2.23%), with no specific terms of repayment. The Town has also loaned an additional \$51,082 (2012 - \$94,093) for operational purposes, which is unsecured, non-interest bearing and due on demand.

Additionally, the Town has loaned the Cypress View Foundation \$167,427 (2012 - \$171,938) to assist in their facility expansion. The loan is unsecured, with semi-annual payments of \$6,953 including interest at 5.50%, due in 2033. An additional loan was advanced to the Cypress View Foundation in 2011, of which \$22,256 (2012 - \$24,597) was outstanding at December 31, 2013. This loan is unsecured, repayable in semi-annual payments of \$1,831 including interest at 5.50%, due in 2021.

5. DEBT CHARGES RECOVERABLE

	2013	2012
Current debt charges recoverable	\$ 12,503	\$ 24,102
Non-current debt charges recoverable	-	12,503
	<u>\$ 12,503</u>	<u>\$ 36,605</u>

The Town has provided financing for a development project with the Redcliff Riverview Golf Course. The Town assumed long-term financing totaling \$200,000 in 2004; however, all financing plus interest at 5.00% is recoverable from the Redcliff Riverview Golf Course with respect to this financing. Amounts are recoverable in annual blended instalments of \$25,627, and mature June 2014.

	Principal	Interest	Total
2014	\$ 12,503	\$ 311	\$ 12,814

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

6. TEMPORARY BANK INDEBTEDNESS

The Town has an authorized overdraft of \$500,000 (2012 - \$500,000), secured by a general security agreement and a borrowing bylaw, bearing interest at prime (3% at December 31, 2013 and 3% at December 31, 2012). Temporary bank indebtedness of \$742,677 in 2012 consisted of an overdraft bank balance of \$95,223, plus outstanding cheques of \$668,474 less outstanding deposits of \$21,020.

7. EMPLOYEE BENEFITS OBLIGATIONS

	2013	2012
Liability for vacation benefits	\$ 120,136	\$ 115,145

The vacation and overtime liability is comprised of the vacation and overtime that the employees are deferring to future years. Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year.

8. LONG-TERM DEBT

	2013	2012
Tax supported debentures	\$ 1,307,034	\$ 1,366,999
Self supported debentures	3,696,140	4,588,491
	5,003,174	5,955,490
Less current portion	(375,471)	(952,315)
	\$ 4,627,703	\$ 5,003,175

Principal and interest repayments are estimated as follows:

	Principal	Interest	Total
2014	\$ 375,471	\$ 223,766	\$ 599,237
2015	364,467	204,938	569,405
2016	374,585	186,568	561,153
2017	364,515	167,816	532,331
2018	381,854	149,748	531,602
Thereafter	3,142,282	755,858	3,898,140
	\$ 5,003,174	\$ 1,688,694	\$ 6,691,868

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

8. LONG-TERM DEBT, continued

Debenture debt is repayable to Alberta Municipal Financing Corporation and bears interest at rates ranging from 2.94% to 8.50% per annum, before Provincial subsidy, and mature in periods 2014 through 2035. The average annual interest rate is 4.57% for 2013 (2012 - 4.45%). Debenture debt is issued on the credit and security of the Town of Redcliff at large.

Interest on long-term debt amounted to \$250,572 (2012 - \$270,123).

The Town's total cash payment for interest in 2013 was \$259,795 (2012 - \$278,072).

9. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta 255/00 regulation for the Town of Redcliff be disclosed as follows:

	2013	2012
Total debt limit	\$ 15,937,028	\$ 15,187,689
Total debt	(5,003,174)	(6,698,167)
Amount of debt limit unused	\$ 10,933,854	\$ 8,489,522
	2013	2012
Debt servicing limit	\$ 2,656,171	\$ 2,531,282
Debt servicing	(599,236)	(1,854,788)
Amount of debt servicing unused	\$ 2,056,935	\$ 676,494

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated as 0.25 times such revenue. Incurring debt beyond these limitations required approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the consolidated financial statements must be interpreted as a whole.

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

10. EQUITY IN TANGIBLE CAPITAL ASSETS

	2013	2012
Tangible capital assets (Schedule 2)	\$11,667,643	\$10,514,113
Accumulated amortization (Schedule 2)	(37,060,381)	(34,443,111)
Debt charges recoverable (Note 5)	12,503	36,605
Long-term debt (Note 8)	(5,003,174)	(5,955,490)
	<u>\$ 69,616,591</u>	<u>\$ 65,152,117</u>

11. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2013	2012
Unrestricted surplus	\$ 4,318,347	\$ 4,045,462
Restricted surplus	9,813,864	10,106,146
Equity in tangible capital assets	69,616,591	65,152,117
	<u>\$ 83,748,802</u>	<u>\$ 79,303,725</u>

12. CONTINGENCIES

The Town is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the Town could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

13. COMMITMENTS

The Town has committed to the completion of various capital projects. The estimated completion costs of these projects total \$12,816,550, with financing to be comprised of \$6,330,020 by long-term debt, \$5,400,203 of government grants and the remaining \$1,086,327 from operations and restricted surpluses.

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

14. SALARY AND BENEFIT DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the chief administration officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salary	Benefits & Allowances	2013 Total	2012 Total
Mayor - Hazelaar	\$ 14,282	\$ 9,121	\$ 23,403	\$ 27,611
Mayor - Reimer	3,291	1,348	4,639	-
Councillor - Brown	9,369	4,594	13,963	13,811
Councillor - Crozier	8,919	4,564	13,483	13,673
Councillor - Kilpatrick	8,919	6,267	15,186	15,316
Councillor - Leipert	1,306	400	1,706	-
Councillor - Reimer	7,208	3,590	10,797	14,064
Councillor - Solberg	8,919	4,564	13,483	13,497
Councillor - Steinke	9,519	5,774	15,293	14,404
Town Manager & Acting Designated Officers (4 positions, 4 in 2012)	113,147	22,981	136,128	144,804
	308,818	58,312	367,130	328,150

Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

Benefits and allowances includes the employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans, professional memberships and tuition.

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

15. LOCAL AUTHORITIES PENSION PLAN

Employees of the Town participate in the Local Authorities Pension Plan (LAPP), which is covered by the Public Sector Pension Plan Act. The Plan serves about 223,000 people and 428 employers. The LAPP is financed by employer and employee contributions and investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Town is required to make current service contributions to the LAPP Plan of 10.43% of pensionable earnings up to the years' maximum pensionable earnings under the Canada Pension Plan and 14.47% on pensionable earnings above this amount. Employees of the Town are required to make current service contributions of 9.43% of pensionable salary up to the years' maximum pensionable salary and 13.47% on pensionable salary above this amount.

Total current service contributions by the Town to the LAPP Plan in 2013 were \$233,820 (2012 - \$227,473). Total current service contributions by employees of the Town to the LAPP Plan in 2013 were \$214,683 (2012 - \$203,339).

At December 31, 2012, the Plan disclosed an actuarial deficiency of \$4.977 billion in 2012 (2011 - \$4.639 billion).

16. FINANCIAL INSTRUMENTS

The Town's financial instruments consist of cash and temporary investments, accounts receivable, investments, debt charges recoverable, bank indebtedness, accounts payable and accrued liabilities and long-term debt. It is management's opinion that the Town is not exposed to significant interest or currency risks arising from these financial instruments.

The Town is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instruments approximates their fair value.

TOWN OF REDCLIFF

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2013

17. RECONCILIATION OF OPERATING RESULTS TO BUDGETING SYSTEM

The Town budget has been prepared without any provisions for amortization. The reconciliation below is meant to encompass this item and is provided for information purposes only to provide users with supplementary comparative information.

	Budget	2013	2012
Excess of revenue over expenses, per financial statement	\$ 10,404,846	\$ 4,445,085	\$ 1,805,599
Amortization	-	2,771,385	2,660,315
Excess of revenue over expenses, excluding amortization	\$ 10,404,846	\$ 7,216,470	\$ 4,465,914

18. TRUSTS ADMINISTERED

The Town administers various trusts or monies held in trust, whose assets and liabilities totaled \$149,947 at December 31, 2013 (2012 - \$152,636).

19. SEGMENTED DISCLOSURE

The Town provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 6).

20. COMPARATIVE FIGURES

Certain comparative figures have been reclassified from those previously presented to conform to the presentation of the 2013 consolidated financial statements.

21. APPROVAL OF CONSOLIDATED FINANCIAL STATEMENTS

These consolidated financial statements were approved by Council and Management.

**REDCLIFF CYPRESS REGIONAL
WASTE MANAGEMENT
AUTHORITY**

FINANCIAL STATEMENTS

DECEMBER 31, 2013

Draft for discussion purposes only

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

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DECEMBER 31, 2013

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MANAGEMENT RESPONSIBILITY STATEMENT

To the Councillors of Redcliff Cypress Regional Waste Management Authority:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Council is composed primarily of Councillors who are neither management nor employees of the Authority. The Council is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Council fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Council is also responsible for recommending the appointment of the Authority's external auditors.

Ensminger, Beck & Thompson, an independent firm of Chartered Accountants, is appointed by the councillors to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Council and management to discuss their audit findings.

Municipal Manager
April 28, 2014

Director of Finance and Administration

INDEPENDENT AUDITOR'S REPORT

To the Members of Council of
Redcliff Cypress Regional Waste Management Authority

We have audited the accompanying financial statements of Redcliff Cypress Regional Waste Management Authority, which comprise the Statement of Financial Position as at December 31, 2013, and the Statements of Operations, Changes in Net Assets and Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

INDEPENDENT AUDITOR'S REPORT, continued

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Redcliff Cypress Regional Waste Management Authority as at December 31, 2013, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Other Matter

The prior year financial statements were audited by another auditor without qualification.

Medicine Hat, Alberta
April 28, 2014

CHARTERED ACCOUNTANTS

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

STATEMENT OF FINANCIAL POSITION

DECEMBER 31, 2013

ASSETS		2013	2012
CURRENT ASSETS			
Accounts receivable	\$ 129,208	\$ 148,065	
Inventory	10,443	9,712	
	139,651	157,777	
RESTRICTED CASH (Note 3)	1,941,974	1,488,668	
CAPITAL ASSETS (Note 4)	2,699,403	2,788,712	
	\$ 4,781,028	\$ 4,435,157	
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable and accrued liabilities	\$ 88,570	\$ 63,683	
Due to Town of Redcliff (Note 5)	275,082	350,094	
Due to Cypress County (Note 5)	224,000	256,000	
	587,652	669,777	
NET ASSETS			
RESTRICTED NET ASSETS (Note 6)	1,941,974	1,488,668	
INVESTED IN CAPITAL ASSETS	2,251,402	2,276,712	
	4,193,376	3,765,380	
	\$ 4,781,028	\$ 4,435,157	

Approved on behalf of the Council

Councillor

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2013

	2013	2012
REVENUE		
Tonnage charges	\$ 1,264,849	\$ 1,020,975
Interest earned on reserve investments	13,382	14,727
Other revenue	18,804	25,423
	<u>1,297,035</u>	<u>1,061,125</u>
EXPENSES		
Administrative and management	326,433	310,158
Amortization	138,301	125,262
Contracted engineering	46,389	8,837
Contracted services	16,954	59,065
Fuel	97,059	93,137
Insurance	16,384	12,974
Interest on long-term debt	13,131	11,412
Office	8,851	9,101
Professional fees	5,045	8,200
Repairs and maintenance	61,302	67,820
Scale and equipment contract	17,318	12,848
Small tools and equipment	3,450	-
Utilities	4,879	4,458
	<u>755,496</u>	<u>723,272</u>
EXCESS OF REVENUE OVER EXPENSES FROM OPERATIONS	541,539	337,853
OTHER		
Repayment of deficit contributions	(113,543)	-
EXCESS OF REVENUE OVER EXPENSES	<u>\$ 427,996</u>	<u>\$ 337,853</u>

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2013

	Invested in Capital Assets	Restricted Net Assets	Unrestricted	2013 Total	2012 Total
Net assets, beginning of year	\$2,276,712	\$1,488,668	\$ -	\$3,765,380	\$3,427,527
Excess of revenue over expenses	-	-	427,996	427,996	337,853
Interfund transfers (Note 9)	-	502,297	(502,297)	-	-
Principal repayment on excavation loan	64,000	-	(64,000)	-	-
Purchase of capital assets	48,991	(48,991)	-	-	-
Current year amortization of capital assets	(138,301)	-	138,301	-	-
Net assets, end of year	\$2,251,402	\$1,941,974	\$ -	\$4,193,376	\$3,765,380

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2013

	2013	2012
OPERATING ACTIVITIES		
Excess of revenue over expenses	\$ 427,996	\$ 337,853
Adjustments for		
Amortization	138,301	125,262
	566,297	463,115
Changes in non-cash working capital		
Accounts receivable	18,857	(7,509)
Inventory	(731)	348
Accounts payable and accrued liabilities	24,887	(9,048)
	609,310	446,906
INVESTING ACTIVITIES		
Restricted cash usage (additions)	(453,306)	132,593
Purchase of capital assets	(48,991)	(595,708)
	(502,297)	(463,115)
FINANCING ACTIVITIES		
Repayments to the Town of Redcliff	(75,013)	(30,495)
Repayments to Cypress County	(32,000)	(30,495)
Advances from the Town of Redcliff	-	77,199
	(107,013)	16,209
INCREASE IN CASH	-	-
CASH, beginning of year	-	-
CASH, end of year	\$ -	\$ -

The accompanying notes are an integral part of the financial statements.

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2013

1. INCORPORATION AND COMMENCEMENT OF OPERATIONS

Redcliff Cypress Regional Waste Management Authority ("The Authority") operates a landfill in the Redcliff, Alberta area. This is done through a joint agreement between Government of Alberta, the Town of Redcliff, and Cypress County. The Town of Redcliff is responsible for the administrative operations. The Authority is recognized as an unincorporated non-profit organization under the Income Tax Act, and as such, is exempt from tax.

2. SIGNIFICANT ACCOUNTING POLICIES

The financial statements are prepared by management in accordance with Canadian accounting standards for not-for-profit organizations.

The significant accounting policies used are as follows:

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

REVENUE RECOGNITION

The Authority follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when it is earned.

INVENTORY

Inventory is valued at the lower of cost and net realizable value, with cost being determined using the first-in, first-out method. Net realizable value is the estimated selling price in the ordinary course of operations, less any applicable selling costs.

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2013

2. SIGNIFICANT ACCOUNTING POLICIES, continued

CAPITAL ASSETS

Capital assets are recorded at cost and are shown as reductions in unrestricted net assets when acquired unless provided for by debentures, capital grants or restricted net assets.

Proceeds on disposition of capital assets are recorded as revenue in the year of disposal.

Amortization is recorded on capital assets within the restricted capital net assets and is calculated using the straight-line method using the following estimates of useful lives. One half of annual amortization is charged in the year of acquisition.

Buildings	25-50 years
Equipment	15-25 years
Land improvements	20-25 years

LANDFILL RESTRICTED NET ASSETS

Restricted net assets include amounts set aside for the purpose of future pit excavations, waste treatment, and to fund future building and equipment replacements. The restricted net assets will be transferred to unrestricted net assets to offset expenditures and capital expenditures when incurred.

CLOSURE AND TREATMENT RESTRICTED NET ASSETS

The Alberta Environment Protection and Enhancement Act sets out the regulatory requirement to properly close and maintain all active and inactive landfill sites. Under environmental law, there is a requirement of closure and post-closure care of solid waste landfill sites. This requirement is being provided for over the estimated remaining life of the landfill site based on usage, with amounts set aside in capital closure net assets. The purpose of the closure and treatment reserve is to fund future landfill closure and post closure expenditures. The restricted net asset will be transferred to unrestricted net assets to offset closure and post-closure expenditures when incurred.

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2013

2. SIGNIFICANT ACCOUNTING POLICIES, continued

MEASUREMENT UNCERTAINTY

The preparation of financial statements in accordance with Canadian accounting standards for not-for profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenses during the reporting period. Landfill closure and post-closure liability amounts are estimated as described in the applicable accounting policy. The Authority estimates their wage expenses based on the percentage of time that the employees spend working for the Authority. Allowance for doubtful accounts is estimated based on review of accounts receivable listings on a monthly basis for amounts owing over 65 days and sent to collections. The restricted capital amounts are estimated based on the amortization of capital assets. Amortization is based on the estimated useful lives of capital assets.

These estimates are reviewed periodically, and as adjustments become necessary they are reported in income in the period in which they become known.

CONTRIBUTED MATERIALS AND SERVICES

Contributions of materials and services are recognized both as contributions and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials and services are used in the normal course of the Authority's operations and would otherwise have been purchased.

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2013

2. SIGNIFICANT ACCOUNTING POLICIES, continued

FINANCIAL INSTRUMENTS

Measurement of financial instruments

The Authority recognizes its financial instruments when the Authority becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with CICA 3840 Related Party Transactions.

At initial recognition, the Authority may irrevocably elect to subsequently measure any financial instrument at fair value. The organization has not made such an election during the year.

The Authority subsequently measures its financial assets and financial liabilities at amortized cost, except for derivatives and equity securities quoted in an active market and financial liabilities indexed to a measure of the Authority's performance, which are subsequently measured at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost less impairment.

Financial assets measured at amortized cost include cash and cash equivalents and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and amounts due to related governments.

Impairment

The Authority assesses impairment of all of its financial assets measured at cost or amortized cost. The Authority groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired asset in the group. Management considers whether the issuer is having significant financial difficulty, whether there has been a breach in contract, such as a default of delinquency in interest or principal payment in determining whether objective evidence of impairment exists. When there is indication of an impairment, the Authority determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Authority reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in the current year of revenue over expenses.

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2013

2. SIGNIFICANT ACCOUNTING POLICIES, continued

FINANCIAL INSTRUMENTS, continued

The Authority reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the excess of revenue over expenses in the year the reversal occurs.

ALLOCATION OF EXPENSES

Administration and public service wages and benefits from the Town of Redcliff employees are allocated to the Authority operations based upon management's assessment of the resources required to operate the landfill. The base of allocation is time spent working on landfill operations. During 2013, \$69,171 (2012 - \$66,966) of administration and public service wages and benefits were allocated to the Authority.

3. RESTRICTED CASH

Restricted cash consists of \$300 in petty cash (2012 - \$200) and \$1,941,674 (2012 - \$1,488,468) in high interest savings earning interest at 0.70% (2012 - 1.20%). Market value approximates the carrying value.

4. CAPITAL ASSETS

	Cost	Accumulated amortization	2013 Net	2012 Net
Land	\$ 389,222	\$ -	\$ 389,222	\$ 389,222
Buildings	203,454	108,291	95,163	100,153
Equipment	1,928,175	707,753	1,220,422	1,287,606
Land improvements	1,304,359	344,764	959,595	1,011,731
Work-in-progress	35,001	-	35,001	-
	<u>\$ 3,860,211</u>	<u>\$ 1,160,808</u>	<u>\$ 2,699,403</u>	<u>\$ 2,788,712</u>

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2013

5. DUE TO RELATED PARTY

At December 31, 2013, the Authority has \$224,000 (2012 - \$256,000) due to Cypress County and \$224,000 (2012 - \$256,000) due to the Town of Redcliff, who jointly operate the Authority. These amounts are interest bearing at 2.23% (2012 - 2.23%), unsecured, and due on demand. The Authority also has \$51,082 (2012 - \$94,094) owing to the Town of Redcliff, which is non-interest bearing, unsecured and due on demand.

During the year, the Authority received tonnage revenue from the Town of Redcliff totaling \$57,854 (2012 - \$43,340) and from Cypress County totaling \$17,346 (2012 - \$50,669). During the year, the Authority paid \$0 (2012 - \$43,836) to Cypress County for road repairs. All transactions entered into by the related parties were in the normal course of operations and were recorded at the exchange value which is the amount of consideration established and agreed to by the related parties, representing normal rates charged on similar transactions to unrelated parties.

Included in receivables is a \$2,715 (2012 - \$3,006) tonnage charge from the Town of Redcliff. Included in payables are \$6,565 (2012 - \$5,706) of accrued interest to each of the Town of Redcliff and Cypress County.

6. RESTRICTED NET ASSETS

Restricted net assets is comprised of the following:

	2013	2012
Landfill restricted net assets	\$ 1,307,414	\$ 909,351
Closure and Treatment restricted net assets	634,560	579,321
	<u>\$ 1,941,974</u>	<u>\$ 1,488,672</u>

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2013

7. FINANCIAL INSTRUMENTS

The Authority, as part of its operations, carries a number of financial instruments. It is management's opinion that the Authority is not exposed to any significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

(a) Fair Value of Financial Instruments

The carrying amount of cash and cash equivalents, accounts receivable, accounts payable, accruals and amounts due to related parties approximates fair value due to their short-term nature.

(b) Credit Concentration

At December 31, 2013, four customers account for 64% (2012 - two customers for 51%) of accounts receivable. The Authority believes that there is no unusual exposure associated with the collection of these receivables. The Authority performs regular assessments of its customers and provides for potentially uncollectible accounts.

(c) Risk Management Policy

The Authority as part of operations, has established avoidance of undue concentration of risk as risk management objectives. In seeking to meet these objectives, the Authority follows a risk management policy approved by the Councilors.

8. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY

Alberta environment law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The estimated total liability is based on the sum of discounted cash flows for the closure and post-closure activities using a discount rate of 6.00%.

At December 31, 2013, the Authority has restricted \$634,560 (2012 - \$579,319) towards closure and post-closure costs. Management estimates that the landfill has a life expectancy of 125 years, based on the current growth rate for the received tonnage. Management also anticipates that landfill gas collection and treatment costs, based on an annual engineering report, could range between \$2,000,000 and \$5,000,000 dollars depending upon when the treatment system is required to be constructed.

REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2013

9. INTERFUND TRANSACTIONS

Transfer from unrestricted net assets includes an annual transfer of funds to the restricted funds of \$605,747 (2012 - \$518,023), along with interest of \$13,382 (2012 - \$14,727). These are offset by a transfer from restricted net assets of \$116,832 (2012 - \$83,361), comprised of:

	2013	2012
Equipment repairs	\$ 3,289	\$ 32,606
Road repairs	-	46,029
Litter control improvements	-	4,726
Repayment of deficit contributions	113,543	-
	<u>\$ 116,832</u>	<u>\$ 83,361</u>

10. COMPARATIVE FIGURES

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, APRIL 14, 2014 7:00 P.M.**

PRESENT:

Mayor	E. Reimer
Councillors	C. Brown, C. Crozier, D. Kilpatrick, J. Steinke, L. Leipert, E. Solberg
Municipal Manager	A. Crofts
Director of Finance & Administration	R. Osmond
Manager of Legislative & Land Services	S. Simon
Public Services Director	D. Schaffer
Manager of Engineering	K. Minhas

1. GENERAL

Call to Order

A) Mayor Reimer called the regular meeting to order at 7:01 p.m.

2014-0192 Adoption of Agenda

B) Councillor Steinke moved the Agenda be adopted as amended to add one legal item to In Camera session. - Carried Unanimously.

2014-0193 Accounts Payable

C) Councillor Leipert moved the following 122 general vouchers in the amount of \$969,215.89 be received for information. – Carried Unanimously.

ACCOUNTS PAYABLE

COUNCIL MEETING APRIL 14, 2014

CHEQUE	VENDOR	DESCRIPTION	AMOUNT
74642	TOWN OF REDCLIFF	REGULAR & COUNCIL PAYROLL	\$66,752.23
74643	PROVINCIAL TREASURER - LAPP	EMPLOYEE PENSION	\$17,610.48
74644	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$29,793.84
74645	TOWN OF REDCLIFF	REGULAR PAYROLL	\$59,082.31
74646	ACE LANDSCAPING	RCMP SNOW REMOVAL FEB	\$1,260.00
74647	ACKLANDS - GRAINGER INC	BATTERIES FOR FLASHING CONSTRUCTION LIGHTS	\$111.03
74648	AMSC INSURANCE SERVICES LTD	INSURANCE	\$26,087.48
74649	CERVUS EQUIPMENT	PROPANE CONNECTORS	\$411.77
74650	CLEARTECH INDUSTRIES INC.	CHLORINE CYLINDERS	\$5,444.04
74651	EPCOR ENERGY SERVICES INC.	LANDFILL ELECTRIC UTILITIES	\$259.10
74652	GAR-TECH ELECTRICAL	ENGINEERING PRINTER WIRING CONNECTION	\$182.82
74653	ALBERTA GFOA	MEMBERSHIP, CONFERENCE, WORKSHOP	\$1,831.20
74654	KIRK'S MIDWAY TIRE	UNIT 135 FLAT TIRE REPAIR, UNIT 119 TIRES	\$4,135.95
74655	KOST FIRE EQUIPMENT LTD	FIRE BOOTS	\$193.99
74656	KS SIRENS INC.	HYDRANT BAG, DECALS, NAME TAGS	\$200.71
74657	LETHBRIDGE MOBILE SHREDDING	MONTHLY SHREDDING	\$46.20
74658	MEDICINE HAT LICENCE CENTRE	UNIT 119 LICENSE PLATE	\$22.45

74659	MEDICINE HAT NEWS	TAXATION CLERK ADVERTISEMENT	\$1,228.50
74660	MIKE'S ROADHOUSE	MEALS ON WHEELS FEB	\$1,162.35
74661	SHAW CABLE	PUBLIC SERVICES INTERNET	\$174.20
74662	NAPA PARTS & PIECES MEDICINE HAT	FUEL LINE	\$134.97
74663	SUNCOR ENERGY PRODUCTS PARTNER	LANDFILL FUEL	\$16,762.58
74664	PRECISION GIANT SYSTEMS INC	REPAIR/SERVICE LANDFILL SCALE	\$1,187.03
74665	PUROLATOR	FREIGHT OF PARTS	\$311.32
74666	REDCLIFF BAKERY	COOKIES - MEETINGS AND ANTI-BULLYING DAY	\$128.92
74667	WOLSELEY MECHANICAL GROUP	HYDRANT EXTENSION/CONVERSION KITS	\$4,368.25
74668	WAJAX POWER SYSTEMS	COOLANT HEATER	\$258.86
74669	TECHMATION ELECTRIC & CONTROLS	ELEC. TROUBLESHOOTING – WATER DISTRIBUTION	\$552.81
74670	BUECKERT, ABE	KEY DEPOSIT REFUND	\$175.00
74671	CANADA MUNICIPAL JOBS INC	TAXATION CLERK ADVERTISEMENT	\$152.25
74672	SUMMIT MOTORS LTD	UNIT 109 VALVE & FUEL CONDITIONER	\$115.58
74673	STEEP ROCK LTD.	ROADCRUSH	\$1,774.65
74674	ROCKY MOUNTAIN PHOENIX	PRIMER OIL	\$214.20
74675	CNH CAPITAL C3083	UNIT 110 ELECTRICAL REPAIR	\$738.27
74676	BADGER DAYLIGHTING INC.	PROJ 21 LINE LOCATING	\$26,643.75
74677	CANADIAN ARENA PRODUCTS	PROJ 109 NETTING & HARDWARE	\$1,155.00
74678	SUN COUNTRY NISSAN	2014 NISSAN ROGUE	\$28,500.00
74679	WSP CANADA INC	PROJ 130 SOIL INVESTIGATION	\$2,525.25
74680	MPE ENGINEERING LTD.	PROJ 21 PROGRESS PAYMENTS 41 & 42	\$125,179.95
74683	REDCLIFF PUBLIC LIBRARY	LIBRARY TRANSFER	\$55,079.75
74684	CIBC VISA	POSTAGE, MEMBERSHIPS, TRAVEL	\$8,638.30
74685	PROVINCIAL TREASURER - LAP	EMPLOYEE PENSION	\$17,603.67
74686	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$28,493.11
74687	TOWN OF REDCLIFF	REGULAR & COUNCIL PAYROLL	\$66,012.43
74688	ALBERTA MUNICIPAL CLERKS ASSOC	MEMBERSHIP - S.S.	\$160.00
74689	AMSC INSURANCE SERVICES LTD	HEALTH SPENDING, INSURANCE	\$2,015.79
74690	AMSC INSURANCE SERVICES(GENERAL)	TOWN INSURANCE POLICY	\$138,354.11
74691	CARVER CONSTRUCTION LTD	PROJ 99 PROGRESS PAYMENT	\$150,342.39
74692	CIBC	SUPPLEMENTAL PENSION	\$1,672.28
74693	C.U.P.E.	UNION DUES	\$2,756.72
74694	DIRECT LINE LOCATING	PROJ 21 LINE LOCATING	\$357.89
74695	FORTY MILE GAS CO-OP LTD.	LANDFILL GAS UTILITIES	\$371.51
74696	FOX ENERGY SYSTEMS INC.	PROJ 114 FUEL SHUTOFF SIGN	\$83.90
74697	GRASSROOTS LANDSCAPING	REFUND INACTIVE UTILITY ACCOUNT	\$77.63
74698	HARV'S JANITORIAL SERVICES	SPILL ABSORBANT, CLEANING SUPPLIES	\$3,386.25
74699	REDCLIFF HOME HARDWARE	TOWN CLEANING SERVICES	\$415.04
74700	RECEIVER GENERAL FOR CANADA	RADIO AUTHORIZATION RENEWAL	\$488.00
74701	JOHN'S WATER HAULING	LANDFILL WATER DELIVERY	\$90.00
74702	LOCAL AUTHORITIES PENSION PLAN	EMPLOYEE PENSION	\$530.48
74703	LETHBRIDGE HERALD	JANUARY & FEBRUARY ADVERTISING	\$2,640.44
74704	SHAW CABLE	FIREHALL INTERNET	\$254.89
74705	PC CORP INC.	TECH SUPPORT & MAINTENANCE	\$996.19

74706	PITNEY WORKS	FOLDER/STUFFER CONTRACT	\$145.77
74707	THE PRINTER	BUSINESS CARD - A.C. R.O. C.B.	\$147.00
74708	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$255.00
74709	RECEIVER GENERAL FOR CANADA	RADIO AUTHORIZATION RENEWAL	\$721.00
74710	CNH CAPITAL C3083	UNIT 110 SHIFTER SELECTOR LEVER	\$450.45
74711	SANATEC ENVIRONMENTAL	PUMP LANDFILL SEPTIC TANK	\$136.50
74712	TELUS COMMUNICATION INC.	POOL TELEPHONE	\$19.43
74713	TELUS MOBILITY	CELL PHONE -BYLAW, PUBLIC SERVICES	\$532.24
74714	AMANDA KIMAHAM	KEY DEPOSIT REFUND	\$150.00
74715	SC PHOTO	COUNCIL PORTRAITS	\$356.53
74716	FRIESEN, MARIA	REFUND INACTIVE UTILITY ACCOUNT	\$51.57
74717	SIDNEY CRAIGEN-SABADOS	KEY DEPOSIT REFUND	\$50.00
74718	JACQUIE REED	KEY DEPOSIT REFUND	\$50.00
74719	CHRISTOPHER GIRARD	KEY DEPOSIT REFUND	\$50.00
74720	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAXES	\$1,675.00
74721	TOWN OF REDCLIFF	FIRE PAY	\$8,375.00
74722	TOWN OF REDCLIFF - LANDFILL	TONNAGE CHARGES	\$2,809.59
74723	TOMKO SPORTS SYSTEMS ALBERTA	TENNIS COURT RESURFACING DEPOSIT	\$4,978.58
74724	UNITED WAY	EMPLOYEE UNITED WAY DONATIONS	\$70.00
74725	XEROX CANADA LTD.	PHOTOCOPIER MAINTENANCE	\$56.98
74726	A & B STEEL LTD	TUBING & COUPLING	\$540.14
74727	ACKLANDS - GRAINGER INC	RUBBER BOOTS	\$64.17
74728	ACTION PARTS	CABLE TIES, NOZZLES	\$42.43
74729	A-PLUS EQUIPMENT RENTALS LTD	PUMP OVERHAUL PARTS	\$831.59
74730	ATRON REFRIGERATION & AIR COND	HOT WATER TANK REPAIR, AFTER HOURS, COMP OIL	\$1,680.00
74731	BOUNDARY EQUIPMENT CO. LTD.	HEAVY DUTY TUBE/GUTTER BROOMS	\$4,284.00
74732	CABAM	VOLUNTEER APPRECIATION NIGHT PINS	\$105.47
74733	CENTRAL SHARPENING	SHARPEN ICE KNIFE	\$84.00
74734	D & M PLASTICS INC.	GARBAGE BIN LIDS	\$5,768.70
74735	FARMLAND SUPPLY CENTER LTD	HYDRAULIC HOSE & CONNECTORS	\$57.26
74736	FOUNTAIN TIRE	UNIT 94 FLAT TIRE REPAIR	\$67.49
74737	FOX ENERGY SYSTEMS INC.	COVERALLS, SCBA TANK, FIRST AID TRAINING	\$2,634.87
74738	GARLAND, JAMIE	OPERATORS COURSE TRAVEL - J.G.	\$230.00
74739	REDCLIFF HOME HARDWARE	TOILETS, KEYS, PAINTING SUPPLIES	\$603.01
74740	KENZIE, JESSICA	ZUMBA GOLD SESSION	\$340.00
74741	KOST FIRE EQUIPMENT LTD	FIRE BOOTS	\$193.99
74742	MARTIN, MAVIS	LANDFILL PRINTER TONER	\$181.57
74743	MEDICINE HAT LICENCE CENTRE	PROJ 133 REGISTRATION	\$84.45
74744	OVERHEAD DOOR	OVERHEAD SHOP DOOR REPAIR	\$289.60
74745	SUNCOR ENERGY PRODUCTS PARTNER	LANDFILL FUEL	\$4,815.49
74746	THE PRINTER	BUSINESS CARD - B.B. B.S. B.W.	\$165.90
74747	PUROLATOR	FREIGHT OF PARTS	\$40.88
74748	REDCLIFF BAKERY	COMMUNITY INFO NIGHT SNACKS	\$57.00
74749	ROSENAU TRANSPORT LTD	FREIGHT OF PARTS	\$759.09
74750	SENFT, COLIN	OPERATORS COURSE TRAVEL - C.S.	\$30.00

74751	SOUTH COUNTRY GLASS	DOOR CLOSER	\$126.00
74752	SUMMIT MOTORS LTD	UNIT 128 LEVELER ROD & VALVES	\$692.70
74753	REYNOLDS, CRISSY	KEY DEPOSIT REFUND	\$50.00
74754	MUNICIPAL WORLD INC	TAXATION CLERK ADVERTISEMENT	\$446.25
74755	J BALMER SAFETY CONSULTING	ADULT AED PADS	\$99.75
74756	CREATIVE FLOOR COVERINGS	LIBRARY & PS SHOP FLOORS	\$6,039.54
74757	SHERVAN, SCOTT	REFUND INACTIVE UTILITY ACCOUNT	\$300.00
74758	MIKE SPENCER GEOMETRICS LTD	SURVEY FOR COMPLETION OF ANNUAL REPORT	\$4,487.70
74759	HACH SALES AND SERVICE CANADA	CHLORINE LIQUID REAGENT, TESTING KITS	\$1,450.89
74760	UNITED RENTALS	PUMP & RAMMER RENTAL	\$186.88
74761	WESTERN CANADA WELDING PRODUCTS	PROPANE RECERTIFY, VALVES	\$128.81
74762	WE CARE HOME HEALTH CARE	HOME CARE	\$168.00
74763	ZEP SALES & SERVICE OF CANADA	CLEANING SUPPLIES	\$1,551.34
74764	FRANCOTYP-POSTALIA CANADA INC	2ND QUARTER POSTAGE MACHINE RENTAL	\$110.09
74765	REIMER, ERNIE	MAYORS CAUCUS TRAVEL	\$656.14
		122 CHEQUES TOTAL:	\$969,215.89

2. PUBLIC HEARING

2014-0194 Bylaw 1772/2014 to amend Bylaw 1698/2011 the Land Use Bylaw to change the Land Use District for Lot 1-2, Block 3, Plan 7911064 (225 Saskatchewan Drive NE) from H Horticultural to I-1 Light Industrial

A) Mayor Reimer called the Public Hearing for Bylaw 1772/2014 to amend Bylaw 1698/2011 the Land Use Bylaw to change the Land Use District for Lot 1-2, Block 3, Plan 7911064 (225 Saskatchewan Drive NE) from H Horticultural to I-1 Light Industrial to order at 7:03 p.m.

There were no comments from the public in attendance.

Mayor Reimer declared the Public Hearing closed at 7:04 p.m.

3. MINUTES

2014-0195 Council meeting held March 24, 2014

A) Councillor Crozier moved the minutes of the Council meeting held March 24, 2014 be adopted as amended. – Carried Unanimously.

2014-0196 Redcliff/Cypress Regional Waste Management Authority Special Meeting held on March 21, 2014

B) Councillor Steinke moved the minutes of the Redcliff/Cypress Regional Waste Management Authority Special Meeting held on March 21, 2014 be received for information. – Carried Unanimously.

2014-0197 Economic Development Alliance of Southeast Alberta Board meeting held on February 18, 2014

C) Councillor Brown moved the minutes of the Economic Development Alliance of Southeast Alberta Board meeting held on February 18, 2014 be received for information. – Carried Unanimously.

2014-0198 Subdivision and Development Appeal Board hearing held April 2, 2014

D) Councillor Kilpatrick moved the minutes of the Subdivision and Development Appeal Board hearing held April 2, 2014 be received for information. – Carried Unanimously.

4. BYLAWS

- 2014-0199 Bylaw 1772/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to amend the land use for Lot 1-2, Block 5, Plan 7911064 from Horticultural District to I-1 Light Industrial District
- A)** Councillor Leipert moved Bylaw 1772/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to amend the land use for Lot 1-2, Block 5, Plan 7911064 from Horticultural District to I-1 Light Industrial District be given second reading. – Carried Unanimously.
- 2014-0200 Councillor Crozier moved Bylaw 1772/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to amend the land use for Lot 1-2, Block 5, Plan 7911064 from Horticultural District to I-1 Light Industrial District be given third reading. – Carried Unanimously.
- 2014-0201 Bylaw 1778/2014 being a bylaw to amend Bylaw 1208/99 being the 000 Block of 2nd Street N.E. Reconstruction Bylaw and amend Bylaw 1252/2000 to amend Bylaw 1208/99
- B)** Councillor Steinke moved Bylaw 1778/2014 being a bylaw to amend Bylaw 1208/99 being the 000 Block of 2nd Street N.E. Reconstruction Bylaw and amend Bylaw 1252/2000 to amend Bylaw 1208/99 be given first reading. – Carried Unanimously.
- 2014-0202 Councillor Kilpatrick moved Bylaw 1778/2014 being a bylaw to amend Bylaw 1208/99 being the 000 Block of 2nd Street N.E. Reconstruction Bylaw and amend Bylaw 1252/2000 to amend Bylaw 1208/99 be given second reading. – Carried Unanimously.
- 2014-0203 Councillor Brown moved Bylaw 1778/2014 being a bylaw to amend Bylaw 1208/99 being the 000 Block of 2nd Street N.E. Reconstruction Bylaw and amend Bylaw 1252/2000 to amend Bylaw 1208/99 be presented for third reading. – Carried Unanimously.
- 2014-0204 Councillor Leipert moved Bylaw 1778/2014 being a bylaw to amend Bylaw 1208/99 being the 000 Block of 2nd Street N.E. Reconstruction Bylaw and amend Bylaw 1252/2000 to amend Bylaw 1208/99 be given third reading. – Carried Unanimously.
- 2014-0205 Bylaw 1779/2014 being a Bylaw to amend Bylaw 1698/2011 the Land Use Bylaw to add Recreational Vehicle Regulations
- C)** Councillor Leipert moved Bylaw 1779/2014 being a Bylaw to amend Bylaw 1698/2011 being the Land Use Bylaw to add Recreational Vehicle regulations be given first reading. Carried Unanimously.
- 2014-0206 Councillor Kilpatrick moved that motion 2014-0205 be amended to modify the definition of “Recreational Vehicle” to remove the word Sea-Doo and substitute personal water craft and remove the word Ski-Doo and substitute snow mobile.
- 2014-0205 Councillor Leipert moved Bylaw 1779/2014 being a bylaw to amend Bylaw 1698/2011 being the Land Use Bylaw be given first reading, as amended. Carried Unanimously.

2014-0207	Bylaw 1780/2014 being the Traffic Bylaw	Councillor Kilpatrick moved Bylaw 1780/2014 being the Traffic Bylaw be given first reading, as amended. - Carried Unanimously.
2014-0208	Bylaw 1781/2014 being the Procedural Bylaw	D) Councillor Solberg moved Bylaw 1781/2014 being the Procedural Bylaw be given first reading. – Carried Unanimously.
2014-0209		Councillor Steinke moved Bylaw 1781/2014 being the Procedural Bylaw be given second reading. – Carried Unanimously.
2014-0210		Councillor Crozier moved Bylaw 1781/2014 being the Procedural Bylaw be presented for third reading. – Carried Unanimously.
2014-0211		Councillor Kilpatrick moved Bylaw 1781/2014 being the Procedural Bylaw be given third reading. – Carried Unanimously.

5. STAFF RECOMMENDATIONS

2014-0212	Broadway Avenue and 5 th Avenue – Alignment	A) Councillor Crozier moved that the Town of Redcliff accept in principle the change from 2 tee intersections in close proximity proposed in Eastside Area Structure Plan to a 4 way intersection on Broadway Avenue and 5 th Avenue SE consistent with the alignment shown in the Town's Municipal Development Plan 2010 and further initiate the Eastside Area Structure Plan amendment to address intersection alignment and other needed amendments. - Carried Unanimously.
2014-0213	Historic Park at IXL Brick Plant	B) Councillor Leipert moved to agree in principle with the following concepts: <ul style="list-style-type: none"> • Implementation of an historic park at the site of the remaining kilns on Mitchell Street given that the initial construction costs and development of the historic park would be the responsibility of I-XL Group. • That the Town of Redcliff would assume operational responsibility of the park at a mutually agreed upon point in time in relation to development of I-XL lands; • And further that the lands of said park may be considered as part of the necessary overall contribution to Municipal Reserve requirement in relation to future development of surrounding I-XL lands. – Carried.
2014-0214	Storm Water Release Rate from Non-Residential lots	C) Councillor Solberg moved that the Town of Redcliff limit the surface drainage release rate to 40 l/sec/ha for commercial, institutional, industrial, horticultural, and multifamily developments (excluding duplex lots) and include this requirement in the Town's Design guidelines. – Carried.
2014-0215	Sanitary Inflow and Infiltration investigation	D) Councillor Crozier moved that the Town of Redcliff add an amount of \$60,000.00 for Sanitary Inflow and Infiltration

Investigation project to a total amount of \$160,000.00 and fund the project using MSI grant or Sanitary System Reserve as appropriate. – Carried.

2014-0216 Request to provide aid to 670 Mountain Bike Club on upgrading BMX Track

E) Councillor Solberg moved that the Public Services Dept. be authorized to provide equipment, manpower, materials as listed in background to aid the 670 Mountain Bike Club on upgrading the current BMX track with an in kind contribution of man and equipment hours equal to the approximate costs of \$12,820.00. And further that this activity be funded from Public services operating budget and worked into the Public Services schedule based on exiting priorities. – Carried.

2014-0217 Request to remove oiled surface on Range Road 64

F) Councillor Crozier moved that the Public Services Department be authorized to contract Cypress County to remove the oiled surface on range road 64 and have Public Services gravel the surface for an estimated cost of \$17,564. Funding to come out of Public Services Asphalt repairs budget. – Carried Unanimously.

2014-0218 Appeal Fee Refund

G) Councillor Leipert moved to authorize a refund of appeal fees to M. Prevost in the amount of \$500.00 for appeals received for Development Permit 14-DP-13, 14-DP-14, 14-DP-15, 14-DP-16 and 14-DP-17. – Defeated.

2014-0219

Councillor Brown moved to authorize a refund of appeal fees to M. Prevost in the amount of \$300.00 for appeals received for Development Permits 14-DP-14, 14-DP-15, and 14-DP-16. – Defeated.

2014-0220

Councillor Kilpatrick moved to uphold the current Fees, Rates, and Charges Bylaw and that there be no refund of appeal Fees for appeals received for Development Permit 14-DP-13, 14-DP-14, 14-DP-15, 14-DP-16, and 14-DP-17. – Carried.

Redcliff Riverview Golf Course
New Debenture Loan

H) Councillor Brown moved the request from the Redcliff Riverview Golf Club asking the Town to loan them \$150,000 for the purpose of:

- a) the final instalment on the current loan from the Town;
- b) the repayment of their operating line of credit; and
- c) purchase of a rough mower be postponed to a future meeting. Further that the Redcliff Riverview Golf Club be invited to speak to Council on the matter. – Withdrawn.

Councillor Crozier moved to direct Administration to prepare to extend a loan in the amount of \$50,000 to the Riverview Golf Club for the purchase of a new rough mower. Further that the Riverview Golf Clubs 2014 payment on their current loan with the Town of Redcliff be deferred to 2015. – Withdrawn.

2014-0221

Councillor Steinke moved the request from the Redcliff Riverview Golf Club asking the Town to loan them \$150,000 for the purpose of:

- a) the final instalment on the current loan from the Town;

b) the repayment of their operating line of credit; and
 c) purchase of a rough mower be postponed to a future meeting. Further that the Redcliff Riverview Gold Club be invited to speak to Council on the matter. – Defeated.

2014-0222

Councillor Kilpatrick moved to direct Administration to prepare to extend a loan in the amount of \$50,000 to the Riverview Golf Club for the purchase of a new rough mower with a maximum term of 10 years. Further that the Riverview Golf Clubs 2014 payment on their current loan with the Town of Redcliff be deferred to 2015. – Carried.

6. CORRESPONDENCE

2014-0223

Shortgrass Library System
 Re: Budget Requests for
 2014, 2015, and 2016

A) Councillor Solberg moved correspondence dated March 19, 2014 from Shortgrass Library System regarding Budget requests for 2014, 2015, and 2016 be received for information. Further that the Town authorize signing off of the Redcliff requisition for 2014 in the amount of 4.80 per capita, a total of \$26,822.00. – Carried Unanimously.

2014-0224

Alberta Environment and
 Sustainable Resource
 Development
 Re: 2013 Flood Recovery
 Erosion Control Program
 Grant for Pumphouse
 Protection Project

B) Councillor Crozier moved correspondence dated March 3, 2014 from Alberta Environment and Sustainable Resource Development regarding the 2013 Flood Recovery Erosion Control Program Grant for Pumphouse Protection Project be received for information. – Carried Unanimously.

2014-0225

Alberta Environment and
 Sustainable Resource
 Development
 Re: 2013 Flood Recovery
 Erosion Control Program
 Grant for River Valley park
 project and additional funds for
 Pumphouse Protection Project

C) Councillor Leipert moved correspondence dated March 27, 2014 from Alberta Environment and Sustainable Resource Development regarding 2013 Flood Recovery Erosion Control Program Grant for River Valley park project and additional funds for Pumphouse Protection Project be received for information. – Carried Unanimously.

2014-0226

Alberta Municipal Affairs
 Re: Budget 2014 Municipal
 Sustainability Initiative (MSI)
 Capital and Basic Municipal
 Transportation Grant (BMTG)

D) Councillor Steinke moved correspondence dated April 7, 2014 regarding Budget 2014 Municipal Sustainability Initiative (MSI) Capital and Basic Municipal Transportation Grant (BMTG) be received for information. – Carried Unanimously.

2014-0227

Gordon Memorial United
 Church
 Re: Blessing of the Bikes
 request for temporary road
 closure

E) Councillor Leipert moved correspondence received April 10, 2014 from Gordon Memorial United Church regarding request for permission for a temporary road closure of 4th Avenue between 2nd and 3rd Street SE for Blessing of the Bikes on Sunday, May 4, 2014 from 10:00 a.m. to 1:00 p.m. be approved. Further that the Public Services Director be authorized to deposit barricades at the Church on Friday and retrieve them on Monday morning allowing the Church committee to place and remove the barricades to facilitate a temporary closure of 4th Avenue SE. – Carried Unanimously

7. OTHER

- 2014-0228 Municipal Sustainability Initiative (MSI) Funds **A)** Councillor Brown moved the memorandum dated April 14, 2014 from Municipal Manager Arlos Crofts regarding Municipal Sustainability Initiative (MSI) Grant be received for information. – Carried Unanimously.
- 2014-0229 Community Information Night, held March 13, 2014 **B)** Councillor Brown moved the memo dated April 14, 2014 from Municipal Manager Arlos Crofts regarding the Community Information Night held March 13, 2014 be received for information. Further that Administration refer comments received to the Strategic Planning session. – Carried Unanimously.
- 2014-0230 Reminder of Important Dates **C)** Councillor Kilpatrick moved the reminder of important dates in April be received for information. – Carried Unanimously.

8. RECESS

Mayor Reimer called for a recess at 8:53 p.m.

D. Schaffer left the meeting at 8:53 p.m.

K. Minhas left the meeting at 8:53 p.m.

Mayor Reimer reconvened the meeting at 9:07 p.m.

9. IN CAMERA

- 2014-0231 Meet In Camera Councillor Leipert moved to meet In Camera to discuss one (1) Land, (1) Labour, and (1) Legal matter at 9:07 p.m. – Carried Unanimously.
- R. Osmond and S. Simon left the meeting at 9:25 p.m.
- 2014-0232 Return to Open Session Councillor Crozier moved to return to Open Session at 9:45 p.m. – Carried Unanimously.
- R. Osmond and S. Simon returned to the meeting at 9:45 p.m.
- 2014-0233 Lot 7, Block 13, Plan 0913590 (Land Sale) Councillor Kilpatrick moved in regard to the sale of Lot 7, Block 13, Plan 0913590 to authorize an extension to the terms of the agreement and waive any interest and additional penalties as outlined in the agreement until April 8, 2015. - Carried Unanimously.
- 2014-0234 Appointment to Boards and Commissions Councillor Crozier moved to appoint Ron Sneath to the Palliser Economic Partnership with a term to expire at the 2014 organizational meeting. - Carried Unanimously.

10. ADJOURNMENT

2014-0235 Adjournment

Councillor Leipert moved to adjourn the meeting at 9:46 p.m.
– Carried Unanimously.

Mayor

Manager of Legislative and Land Services

**REDCLIFF PLANNING BOARD MEETING
TUESDAY, APRIL 22, 2014
TOWN OF REDCLIFF COUNCIL CHAMBERS AT 9:00 AM
MINUTES**

PRESENT:	Councillor Municipal Manager Manager of Legislative & Land Services Planning Consultant Executive Assistant Development Officer	L. Leipert A. Crofts S. Simon L. Chapman K. Snyder C. Cranston B. Stehr (arrived at 9:45 a.m.)
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1. CALL TO ORDER

Municipal Manager called the meeting to order at 9:05 a.m.

2. ADOPTION OF AGENDA

L. Leipert moved that the agenda be adopted as presented. – Carried.

3. PREVIOUS MINUTES

K. Snyder moved the minutes of March 18, 2014 be accepted as presented. – Carried.

4. NEW BUSINESS

A) Land Use Bylaw

i) Sideyard Setbacks

Committee discussed the sideyard setbacks for each district in the Land Use Bylaw.

It was the consensus of the Redcliff Planning Board that it be proposed that the side yard setbacks for R-1 Single Family Residential District, R-1A Low Density Reduced Landfill Setback Residential District, R-2 Low Density Residential District, R-3 Medium Density Residential District, and R-4 Manufactured Home Residential District be amended to be 1.5 m unless it is proposed for rear vehicular access then the side setback should be 3 m.

The Manger of Legislative & Land Services and the Planning Consultant to draft some appropriate wording for an amendment.

ii) Tanks and Pressure Vessels in C-HWY Highway Corridor Commercial District

The board discussed C-HWY Zoning and inclusion of tanks and pressure vessels for the purpose of allowing tanks that would accessory to the primary use of the property (ie: oil collection tank for a mechanical shop). Tanks and Pressure Vessels are an identified use in other districts and cannot be labeled as an

accessory use. Concerns were expressed that there should be controls in place to protect the environment from contaminants in the event of spills. It was questioned what provincial and federal standards may be in place and perhaps it should be included in the Land Use Bylaw.

It was the consensus of the Board that an amendment to the Land Use Bylaw be proposed to allow for tanks and pressure vessels in C-HWY zone with controls and limitations suitable for the area. The Manager of Legislative & Land Services and the Planning Consultant to draft some appropriate wording for an amendment.

iii) Drainage

Committee discussed potential amendments to the Land Use Bylaw to support storm drainage mitigation initiatives.

1. Sump Pumps and roof leaders, if any, located in residential areas should be disconnected from sanitary system and must run overland as per AESRD Storm Water Management Guidelines Part 5, sections 5.2.2.8 and 5.3.3.4.

It was the consensus of the Board that sump pumps and roof leads should not be connected to the Town's sanitary system. However, the Land Use Bylaw is not the appropriate place for these controls. It was suggested that perhaps regulations prohibiting the connection of sump pumps and roof leaders to the Town of Redcliff sanitary sewer system could be included in the Town's QMP so that the inspectors are aware for future development. The Land Development Policy and Sanitary Sewer Bylaw should also be reviewed and amended to include this information for future developments.

It was also suggested by L. Leipert that perhaps consideration of offering a financial incentive be offered to encourage residents to remove their roof leaders and sump pumps. By subsidizing the cost of Sewer Back-up Prevention device home owners would be spared the significant inconvenience of sewage back-up, loss of personal effects, and reduce their insurance costs.

2. Alter the setbacks and lot coverage for the greenhouse (Horticulture) development in the Town's Land Use Bylaw to accommodate the site drainage storage on site with controlled release to storm system through restrictors.

Discussion ensued with regard to no benefit being realized if setbacks were increased. It was felt that reducing the site coverage for the greenhouse may be beneficial and the greenhouse operator would be able to position his greenhouse in such a manner as to be able to accommodate the on-site collection of storm water and controlled release to storm system through restrictors. This would all have to be part of the

conditions of approval of a development permit application. It was also suggested that a Stake Holders committee be formed with members of the Greenhouse Operators to discuss improvements to existing greenhouse storm water drainage and proposals for on-site collection systems prior to consideration of changes to Land Use Bylaw.

3. Requirement of an as built site drainage plan drawings to make sure that the work is completed as proposed by a specific developer.

It was the consensus of the Board that 'as built site drainage plans' would be effective and Engineering would have the authority to require one as a condition of the site drainage plan approval. Further that this requirement could be included in the Town's Design Guidelines and Construction Standards. However enforcement is still an issue. Discussion ensued regarding effective enforcement methods.

No changes were suggested to the Land Use Bylaw.

4. Boulevard developments for driveway accesses and culverts should be enforced and more importantly monitored to ensure compliance. Improper development can hinder storm water flows.

It was consensus that boulevard development applications are outside of the Land Use Bylaw and should be regulated elsewhere. It was suggested that the Land Development Policy be reviewed as this is where the regulations are currently specified.

No changes to the Land Use Bylaw were suggested.

5. FUTURE/ONGOING PROJECT LISTING

- A) Subdivision Plan Lot 1, Block 8, Plan 0412179 (Future Protective Services Site)
- B) I-XL Development
- C) Engineering and Development Plan Review
- D) River Terrace Area Structure Plan
- E) Joint Area Structure Plan (ASP) with Cypress County

6. ADJOURNMENT

The meeting was adjourned at 10:30 a.m. – Carried.

**MUNICIPAL PLANNING COMMISSION
WEDNESDAY APRIL 16, 2014 – 12:30 pm
TOWN OF REDCLIFF**

Minutes

PRESENT:	Members:	J. Beach, B. Duncan, B. Lowery, D. Prpick (arrived at 12:36 pm), B. Vine, S. Clewlow
	Public Services Director	D. Schaffer (left at 1:25 pm)
	Planning Consultant	K. Snyder
	Development Officer	B. Stehr

1. CALL TO ORDER

B. Duncan called the meeting to order at 12:31 p.m.

2. ADOPTION OF AGENDA

B. Lowery moved that the agenda be adopted as presented. – Carried.

3. PREVIOUS MINUTES

J. Beach moved that the minutes of the March 19, 2013 meeting be adopted as presented.
– Carried.

4. LIST OF DEVELOPMENT PERMITS ADVERTISED

The Commission reviewed the development permits advertised in the Cypress Courier/ 40 Mile Commentator on March 25, 2014, and were advised by the Development Officer that no Appeals had been received.

5. DEVELOPMENT PERMIT APPLICATIONS APPROVED BY DEVELOPMENT OFFICER

- A)** Development Permit Application 14-DP-026
Cameron Kemp Law Office
Lot 22, Block 3, Plan 7410203 (310 Mitchell Street SE)
Approved: Accessory Building – Storage Shed
- B)** Development Permit Application 14-DP-027
Heinrich Ham
Unit #5, Plan 0813840 (#3 15 3 Street NE)
Approved: Home Occupation – Farm Labourer

- C) Development Permit Application 14-DP-030
Rath Law Office
Lot 26 – 27, Block 12, Plan 3042AV (710 7 Street SE)
Approved: Permit to Stay
- D) Development Permit Application 14-DP-031
Bill Haynes Law Office
Lot 7-8, Block 3, Plan 3042 (527 3 Street SE)
Approved: Permit to Stay

6. DEVELOPMENT PERMITS FOR MPC CONSIDERATION

- A) **Development Permit Application 14-DP-028**
Southern Plains Energy Inc.
Lot 49, Block 37, Plan 0613939 (1305 Broadway Avenue E)
Change of Use – Oil & Gas Servicing Industry

B. Vine moved that Development Permit Application 14-DP-028 for an Oil & Gas Servicing Industry be approved as submitted with the following conditions:

1. All outdoor storage to be on the west side of the building and to be properly screened to the satisfaction of the Development Authority.
 2. All outdoor storage shall be accessory to the use of the building.
 3. Accumulation of vehicle parts or materials shall not be allowed.
 4. Fascia sign to be maintained to the satisfaction of the Development Authority.
- Carried.

- B) **Development Permit Application 14-DP-033**
Mountain Stone Contracting
Lot 43, Block 115, Plan 1313015
New Shop & Equipment Sales and Rentals

S. Clewlow moved that Development Permit Application 14-DP-033 for construction of a Shop & Equipment Sales and Rentals be denied for the following reason.

1. The Front Yard Setback of 1.5 m is less than the 6.0 m as required by the Town of Redcliff's Land Use Bylaw, and exceed the 10% variance power of the Municipal Planning Commission.
- Carried.

- C) **Development Permit Application 14-DP-035**
Tactical Emergency Medical Systems
Lot 5, Block 3, Plan 7911064 (213 Saskatchewan Drive NE)
Equipment Sales & Rentals

J. Beach moved that Development Permit Application 14-DP-035 for Equipment Sales & Rentals be approved as submitted.

-Carried.

7. FOR COMMENT

A) Land Use Amendment Application Bylaw 1779/2014

A Bylaw for the purpose of amending bylaw 1698/2011 being the Land Use Bylaw.

The Development Officer informed the Commission that Council had amended the Bylaw to replace the word “Sea-Doo” with “personal watercraft device” and the word “Ski-Doo” with “snowmobile”. The changes were made to properly reflect the unit instead of a brand name.

The Commission questioned how enforcement would be done. The Commission examined the need to change the Land Use Bylaw if there was no way to enforce the changes.

The Commission agreed to forward the following question to Council:

- Is it prudent to put new rules in if there is no way to enforce those new rules?

8. ADJOURNMENT

B. Vine moved adjournment of the meeting at 1:35 p.m. – Carried.

4th Thurs. - Sept. 25 - 3pm Youth Centre

Redcliff Improvement Partnerships

Minutes

March 27, 2014

3 p.m.

Redcliff Youth Centre

In Attendance: Sharon Kirvan, Jenny MacPhee, Brianne Van Zeggelar, Ann Pudwell, Jamie Sawatzky, Diane MacNaughton, Cindy Murray, Tracy Weinrauch, Sharon Hurlburt and Deanna Arelis.

Regrets: Michelle Sauve and Shirley Schrenck

1.0 Call to Order at 3:05 p.m.

2.0 Welcome, Introductions and Roundtable: Jamie: Dreams Funding Renewed for another 3 years, Mentor funding between Eagle Butte and Margaret Wooding, will become involved with family dances at legion, 10 year old student asked about starting bully program he is helping with that. Deanna: Setting aside money for funding Redcliff projects, taking a break from Everyday English, Community Conversation Meeting May 29th Action Day focus on Learning Needs. Cindy: Volunteer Night, Redcliff Days, Canada Day. Program Guide – May to September will be printed April 15th. Mountain Bike group will be refurbishing BMX track and then organizing program for youth in summer. Jenny: Lunch program – Tuesday & Thursday – hired someone to help with that. Still Need Tutor for 10 to 12, Math, English & Science, Tuesday, Wednesday, Thursday from 4:30 to 6:30 p.m. Waiting for new Computers. Center Painted during February Break, Community Kitchen on Friday's with Bernice. Ann: CFCA next meeting on May 29th Hunger Count, Cluck Event, March 29th, Summer events like Jam & Chutney and Pickling. Did a Bike Rodeo in Elkwater. Money for Go Girls Conference. Sharon K.: Did Vacation Bible School August 2013 very successful, would like to teach youth knitting, canning in church (Gordon Memorial United), think youth would be interested in our Blessing of the Bikes (May 4th) and helping with Spring Supper (May 3th). Sharon H.: Whooping Cough threat in community now and children immunized but adults need shot. Tracy: Lego at the Library finished April 12th. Friday, May 2nd Teen Lego 12 spots available. Story-Time March 28th. Submarine Project (Summer Program) Registration – May 20th need Assistant Coordinator who is at least 15 years old. Diane: Friends of Library AGM in June will be announced all welcome. SARC/Kind Communities Conference Oct. 28/29 at Medicine Hat Lodge.

3.0 Tracy motion adoption of Agenda, Ann seconded. All in favour.

4.0 Jamie motion adoption of October 3, 2013 minutes, Jenny seconded. All in favour.

Redcliff Improvement Partnerships
Minutes Page Two

- 5.1 Discussed lasted years Community Connections. Decided to have separate Community Connections only in years when Safety City Alliance is having a Bike Rodeo. This year Community Organizations will be invited to have booths in Legion Park during Redcliff Days.
- 5.2 Prairie Future Games will be discussed at FCSS.

- 6.0 Jamie made a motion to change our name back to Redcliff Improvement Partnerships, Jennie Seconded. All in favour.
- 7.0 Next meeting, September, 25, 2014 at 3 p.m. at Redcliff Youth Centre.
- 8.0 Adjourned at 4:45 p.m.

Minutes for the Board of Directors Regular Meeting

Tuesday March 18, 2014 8:00 a.m. EDA Board Room

ATTENDED:

Jim Steinke
Heather Takahashi

Randy Lehr
Doug Evjen

Jim Turner
Gordon Reynolds

Ron Harty
Stephen Finnagan

REGRETS:

Stampede Board Representative Keith Crush

STAFF:

Wendy Dupley

Mary-Ann Smith

Nichola Derksen

1. **Call to Order** at 8:00 am

2. **Adoption of Agenda items for March 18, 2014 meeting:**

Motioned by: Jim Steinke Seconded by: Ron Harty. Carried.

3. **Welcome**

4. **Adoption of Minutes for February 2014**

Motion to adopt the minutes of the February 2014 meeting: Ron Hardy. Seconded by: Stephen Finnagan. Carried.

5. **Financial Report**

Motion to adopt the Financial Report: Stephen Finnagan. Seconded by: Jim Turner. Carried.

6. **Executive Director Report**

- **Financial :**

- BVA has all the documentation for our end of year financial review. This should be completed in time for the presentation at the April meeting. All outstanding funding from the 2013 ICCI projects (\$28,000) has now been received. The ED and the Treasurer will meet with the accountants prior to the next board meeting and AGM.

- **Staffing:**
 - Nichola Derksen, Associate Director will leave the organization on March 18th. Nichola has been an incredible right-hand support to the ED and has embraced the opportunities presented to her while working at the organization. She has always completed her activities with the utmost professionalism. She will be a greatly missed asset to the organization, its committees and to the communities we serve.
 - We have a college student joining us for work experience for two weeks during April.
 - We also have a volunteer helping out on a part-time basis. Zeniab is originally from the Sudan and was connect to us by the College.
- **Other:**
 - ED has been invited to participate in The MLA Rural Development Task Force community stakeholder roundtable discussions centered on a constructive review of key elements in the draft *Building Alberta - Rural Economic Development Action Plan*. The Medicine Hat session is scheduled to be held on March 31st. The workshop will run from 10am until 3pm and is by invitation only.

7. Committees & Projects Progress Reports

Associate Director Report:

- On February 26th we were able to present our direct marketing package to one of the investors who stepped forward during the pulse processing study. They commended our presentation stating that it was “one of the most in-depth and well prepared presentations” that they had seen. They recognize that Alberta is part of their long-term strategy and as such SE AB is the most key area for expansion. They have requested additional information pertaining to rail proximity and have said that they will be sharing the presentation along with the additional information to their Canadian-based senior management team.
- The Regional promotional video project in partnership with Shaw Local TV will be led by Southpaw. Filming and site selection will begin in May and the first location will be Redcliff.
- We have begun to construct the solar infographic/one-pager with the assistance of City administration and the Energy Committee. The document’s information will be reviewed by the Energy Committee for additional suggestions before it goes to graphic.
- A letter of support was requested by the County of 40 mile in support of the Wild Butte wind farm development project. The letter has been sent to both the County of 40 mile office and to the Energy Committee for further review before submission.

Regional Economic Development Officer (REDO) Report:

- Since the February board meeting, we have worked with **three** new businesses using the business retention and expansion program to help these businesses streamline their processes and promote them within the community. There has also been significant follow-up work from companies I have worked with in previous months.

Business Advocacy Committee (BAC)

Topics discussed this month include:

- After consultation with the City the chamber will continue to pursue a Business Incentive policy to provide recommendation on possible incentive programs for SME's. The sub-committee will be meeting this month to develop some recommendations and will provide a report for April meeting.
- A sub-committee was formed to begin a complete Municipal Government Act (MGA) review, prior to the consultations which are being held April 14-16. Members of the Chamber staff, as well as sub-committee members will attend the workshops, provide recommendations via the workbooks and formulate a Chamber policy as it pertains to the MGA.
- A sub-committee was formed to begin research on the City Financials and Operational Efficiency. The sub-committee will meet this month to determine direction and next steps.
- The Chamber will continue to pursue its advocacy efforts on off-site levies. There still seems to be concern with how off-site levies are being applied to brownfield developments.
- The Urban Development Institute is reviewing the recently released Municipal Servicing Standards Manual as it has the potential to impact development.
- A potential future topic for BAC may be the recent rise of natural gas prices and how that affects business.
- Municipal representatives will be attending a Highway 3 planning committee meeting in Lethbridge on March 27th.

Agriculture Service Board

Letters to raise awareness of the high population of elk within Cypress County and the problems they are causing will be written by the Provincial ASB Committee and sent to the appropriate provincial departments. That committee will be monitoring the responses received back and in the meantime continue to bring attention to the issue through meetings with various bureaucrats and politicians.

Savour the Southeast:

- ED and AD attended the presentation campaign that the Medicine Hat College students had prepared for Savour the Southeast, Eat Local Week II. The Board treasurer also attended. Moving forward the students will be going to the 4 Medicine Hat High Schools to put up poster and give presentations on Savour and the benefits of local food. They will also develop a Savour Facebook page and a mobile phone app. They are also going to pull together a cookbook with all the local food recipes that collected over the last 12 months.

Marketing & Communications:

Info-graphics

Exploring the idea of creating infographics for each key industry as well as an overarching one for the whole of the region

Savour the Southeast

Sponsorship package created

Sponsorship Package uploaded to website

Brainstorming with team on fundraising ideas and adjusting the event scope

Prairie Post

Received request to write an article on labour and career trends in SE Alberta. Article should appear in the next issue

EDA Newsletter

Newsletter compiled and released March 14th

Instead of naming issues by month we will now use “Winter, Spring, Summer, Fall” and year to identify issue

Board Communications

- Branding toolkit being created (for committee members, elected officials, etc.)
 - Key messaging about:
 - EDA
 - Investment Attraction
 - BRE
- Media tips
- Fact sheets
 - Economic development
 - EDA organizational

E Books/ Tool Kits

- Working with graphic designer on design
- Branding for all will be *Invest. Grow. Succeed.*

Website

- New pages planned: Southeast Business Buzz (BRE Blog), Investment Central (IA Blog)
- Looking to incorporate *Invest. Grow. Succeed* into the website and all EDA branding
- More graphics, less content sections, streamlined content plans

Social Media

- Twitter: 897 followers
- Began a campaign of proactively posting messages about regional collaboration
- Worked with staff to develop strategies for dealing with “negative” press

Agriculture Committee:

- The next agriculture committee meeting is scheduled for March 26th, 2014 at 7am in the EDA Boardroom. Melanie White, President of AFS Group will be doing a presentation regarding an upcoming Aquaponics project in Cypress County.

Energy Committee Report:

- The Energy Committee has aligned with the Ports-to-Plains initiative and has petitioned their support for the Keystone XL pipeline. This petition was to show how both Canadian and American industries are very interested in the value that this project will provide. It was one of the committee's goals to align themselves with other Economic Development organizations to leverage their lobbying efforts.
- The Energy committee will have a meeting on April 3, 2014 with a tour of the city's solar project to follow in May.

EDA Connect Committee:

- On February 20, 2014 a connect committee meeting was held in the EDA Boardroom. Although attendance was low during this meeting due to "Reading Week", discussion was plentiful. Presenters Sean Blewett, General Manager of Community Futures Entre-Corp (CFEC), and Kevin Smith, Manager Small Business with Scotiabank discussed small business financing.
- Kevin Smith started by discussing the big differences in obtaining bank financing between now and 20 years ago; it is now an easier process; Banks base their lending largely on credit score, cash flow and collateral. Scotiabank has a free online business plan writer. To obtain lending with the bank business plans are required for at least 3 years; a list of collateral is also needed. Kevin went on to mention that Scotiabank defines small business as lending less than \$500K; while it was noted that CFEC has a lending limit of \$150K. For trends; Scotiabank identified growth in larger areas, growing difficulty in lending with retail sector. Overall outlook was good with no concerns.
- Sean Blewett expressed that Community Futures Entre-Corp operates very differently from banks. CFEC is a developmental lender, when banks can't lend to clients (usually based on low credit scores) they take over. 80% of referrals to CFEC come from banks. CFEC also supports clients through other programs to build up their skill base to make up for shortfalls in credit scores. For every business they lend to 3 are turned down. Their "write off" averages 3-6% with about 10-15% of their caseload are one-payment behind. Sean also mentioned the MNP self-employed program, enabling training for the entrepreneur while still being eligible for EI. Sean identified the growth in online applications; "Kickstarter" was mentioned.

8. Items for Immediate Discussion

- Information was covered through reposts

9. Correspondence:

- Resignation letter from Nichola Derksen

10. Chairman's Report

- Nothing to report

11. New Business

- Annual General Meeting – motion was made to hold the AGM before the next board meeting in April by Gordon Reynolds. Seconded by: Ron Harty. Carried.

12. Round Table

- No round table this meeting

13. In Camera session

- In camera session was held

14. Adjournment 9:30 a.m.

- Motion to Adjourn: Jim Turner. Seconded by: Jim Steinke. Carried

NEXT BOARD MEETING: Tuesday April 15th, 2014 at 8:00 A.M.

TOWN OF REDCLIFF
BYLAW NO. ~~1759/2013~~ 1782/2014

A BYLAW OF THE TOWN OF REDCLIFF TO ESTABLISH FEES, RATES AND CHARGES FOR GOODS AND SERVICES PROVIDED BY OR ON BEHALF OF THE TOWN OF REDCLIFF.

WHEREAS under the Municipal Government Act, a Municipal Council has broad authority to govern including authority to pass bylaws, respecting rates, fees and charges levied for goods and services provided by or on behalf of the Municipality;

AND WHEREAS the Council for the Town of Redcliff deems it desirable to establish fees, rates and charges for the various licenses, permits goods and other municipal services and facilities in a bylaw.

NOW THEREFORE THE MUNICIPAL CORPORATION OF THE TOWN OF REDCLIFF IN COUNCIL DULY ASSEMBLED ENACTS AS FOLLOWS:

TITLE

1. This Bylaw may be cited as the Town of Redcliff Fees, Rates and Charges Bylaw.

INTERPRETATION

2. In this Bylaw, unless the context otherwise requires;
 - (a) "Council" means the Council for the Town.
 - (b) "Municipal Manager" means the Chief Administrative Officer for the Town;
 - (c) "Town" means the Municipal Corporation of the Town of Redcliff;

RATES, FEES AND CHARGES

3. The rates, fees and charges for municipal licenses, permits, goods and services are hereby established as identified in Schedule "A" which is attached to and forming a part of this bylaw and any applicable taxes shall be added to these rates at the point of sale.
4. All references made in any other Bylaw, Policy or Resolution of Council to the "Rates Policy" shall now be referred to this Fees, Rates and Charges Bylaw.
5. Prices in this Bylaw do not include GST, unless otherwise noted, which is additional if applicable and will be added by the Town of Redcliff when costs are paid.
6. That in the event that a rate is required for a good or service not identified in this bylaw. Council authorizes the Municipal Manager to establish a temporary rate, fee or charge until such a time as this bylaw is amended.

7. That at the discretion of the Municipal Manager rates charged to bona fide non-profit community organizations may be modified. Or when such an organization's planned activity generates significant interest, activity or participation in the Town, the Municipal Manager may waive the fees.
8. That if any provision of this bylaw is deemed invalid, then such provision shall be severed and the remaining bylaw shall be maintained
9. ~~This Bylaw shall take effect on January 1, 2014~~ This bylaw shall come into force on the date of its third and final reading.
10. .
11. Bylaw No 1752/2013 1759/2013 is hereby repealed at the end of the day December 31, 2013.

READ a first time this _____ day of _____, 2014.

READ a second time this _____ day of _____, 2014.

READ a third time this _____ day of _____, 2014.

PASSED and **SIGNED** this _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE AND
LAND SERVICES

SCHEDULE "A"**ADMINISTRATION****STATIONARY TYPE SERVICES**

Photocopying	25¢ per copied side of any document.
Faxing - sending of fax	\$1.00 per page of document sent
- receiving of fax	25¢ per page of document received
Detailed Map of Redcliff	\$12.00 each
Aerial Photograph of Redcliff	
- Small (15" X 21")	\$20.00 each
- Large (20" X 28")	\$30.00 each
Special sized maps	\$8.00 per sq. ft.
Specialized Scanning to CD-R (max 24" wide)	\$2.00 per page (\$10.00 minimum)
Books (e.g. Land Use Bylaw)	\$15.00 each

CONSTRUCTION STANDARDS AND DESIGN GUIDELINE

Construction Standards	\$35.00 each (GST included)
Design Guidelines	\$25.00 each (GST included)
Tender Documents	\$50.00 each (GST included)

**Special pricing may be used for exceptionally large document packages

SOUVENIR TYPE SERVICES

Souvenirs and public relation type products, such as pins, hats, sweatshirts, t-shirts, mugs, pens, crests, flags, etc. or other such goods for sale shall be available for sale at a price determined as follows:

Unit price plus 10%

Example: If the Unit Cost is \$27.55, the sale price is $\$27.55 + \$2.75 = \$30.30$

Any Redcliff based club or non-profit organization may purchase pins for public relations purposes at a cost of \$1.00 each. If the club or non-profit organizations wishes to purchase pins for resale they may do so at cost.

The **Municipal Manager** and /or **Council** may distribute pins as required for public relations purposes.

ENCROACHMENT PERMIT

Encroachment Permit \$100.00

TAX CERTIFICATE / COMPLIANCE CERTIFICATE

Tax Certificate \$34.00

Letter of Compliance \$60.00

ASSESSMENT COMPLAINT FEES

PROPERTY COMPLAINT CATEGORY	FEE
Residential Land with 3 or fewer dwelling units	\$30.00
Farmland	\$30.00
All other properties if assessed value is:	
Less than \$500,000.00	\$100.00
Greater than \$500,000.00 but less than \$5,000,000.00	\$200.00
Greater than \$5,000,000.00 but less than \$10,000,000.00	\$300.00
Greater than \$10,000,000.00	\$500.00

FIREWORKS IGNITION PERMIT

Permit Fee \$50.00 (non-refundable)

HIGH / WIDE LOAD MOVES PERMIT

Permit Fee: 300.00

LAND USE BYLAW AMENDMENT

Application Fee \$650.00

SUBDIVISION

Application Fee \$350.00 plus \$100.00 for every additional lot created over and above the original lot

Subdivision Extension: 1st request for extension No charge
2nd and subsequent requests for extension \$175.00

Endorsement Fee \$100.00 per application

DEVELOPMENT PERMIT FEES**Residential**

Single Family Dwelling	\$100.00
Multi-Family Dwelling	\$100.00 + \$50.00/unit
Accessory buildings 10 m ² – 35 m ²	\$65.00
Accessory buildings greater than 35 m ²	\$100.00
Additions	\$100.00

Non-Residential

Commercial/Industrial/Horticultural/Institutional Buildings	\$200.00 + 10¢ / m ²
Accessory Buildings / Additions (Less than 100 m ²)	\$100.00
Other (Including: Home Occupations, Decks, Driveways, Demolition, Signs, Hot Tubs, Relocated Buildings, Permit to Stay, Others as Determined by Development Authority)	\$65.00
Discretionary Use – MPC – additional fee above regular application fee	\$75.00
Special MPC – additional fee above application and regular MPC Fee	\$150.00

WORK STARTED BEFORE PERMIT ISSUANCE SUBJECT TO DOUBLE PERMIT FEES**Construction Damage Deposit**

Residential	\$1,000.00
Commercial/Industrial/Horticultural	\$2,000.00
<i>Note: A construction damage deposit may to be taken for development permits Issued for principal buildings, accessory buildings, additions, excavations and/or Demolition projects</i>	
Subdivision & Development Appeal Fee	\$100.00
Boulevard Development Application Fee	\$65.00
File Review (Environmental) Fee	\$75.00

COMMUNITY SERVICES

ELECTRONIC MESSAGE BOARD

Setup fee	\$5.00
User fee	\$5.00 per day

SWIMMING POOL

General Admission (GST included)

<u>Age</u>	<u>Day Pass</u>	<u>5 Pack</u>	<u>Season Pass</u>
Tiny Tot (0-5 years)	Free	Free	Free
Child (6-12 years)	\$4.25	\$17.00	\$55.00
Youth (13-17 years)	\$4.75	\$19.00	\$62.00
Adult (18-55 years)	\$5.50	\$22.00	\$72.00
Senior (56+ years)	\$5.00	\$20.00	\$65.00
Family	\$12.00	\$48.00	\$145.00

A family is considered to be parents and immediate children under 18 years of age.

LESSONS (GST included)

Red Cross Pre-School to Swim Kids Levels 1-4	\$32.00
Red Cross Swim Kids Levels 5-10	\$37.00
Private lessons	\$30.00/hr. or \$35.00/person for 2 – 3 people/hour
Swim Club	\$30.00/hr

The rate for other lesson programs such as Bronze Star, Bronze Medallion & Senior Resuscitation, Bronze Cross, Aqua Leaders, Etc. will be established by the Community Services Director on the basis of cost plus a 10% program administration.

RENTALS (GST included)

1-29 people	\$75.00 / hour
Extra charge for every additional 20 persons	\$25.00 / hour
Security Deposit	\$75.00 Refundable

ARENA (REC-TANGLE)

ICE RENTALS	May 1, 2013 April 30, 2014	May 1, 2014 April 30, 2015
Youth (17 and under)	\$55.00 / hour	\$60.00 / hour
Adult (non-prime time - before 4:00 p.m. – Monday-Friday)	\$74.00/ hour	\$80.00 / hour
Adult (prime time – weekends and after 4:00 p.m. weekdays)	\$93.00/ hour	\$100.00 / hour
Public Skating	Free *	Free *

MEETING ROOMS**ARENA**

Large Room (Full Day)	\$75.00
Security Deposit (Refundable)	\$150.00
Large Room (Hourly)	\$25.00
Security Deposit (Refundable)	\$50.00
Entire Building (No Ice, Full Day)	\$350.00
Security Deposit (Refundable)	\$300.00
Local Non-profit Community Groups (Backup Facility, Hours Used)	\$30.00

*Refer to separate policy for Redcliff Skating Club and Redcliff Minor Hockey Association.

SENIOR DROP IN CENTRE

Refer to separate policy on this facility.

TOWN HALL

Downstairs Conference Room (Daily)	\$15.00
(Weekly)	\$50.00

BALL DIAMONDS

Diamonds (Per Hour, Minimum 1.5 Hours)	\$4.50
Lights (Per Hour)	\$3.00
Tournaments (Per Diamond) Day	\$80.00
Weekend	\$120.00
Equipment & Maintenance Fee (Annual for Each Team in League)	\$5.00

BALL DIAMONDS CONCESSION

Non-Profit groups	Rental Rate (Per Day)	No Rental Fee
	Refundable Damage Deposit	\$100.00
	Insurance Coverage Required (Must Provide Proof)	\$2 million
Profit groups	Rental Rate (Per Day)	\$50.00
	Refundable Damage Deposit	\$100.00
	Insurance Coverage Required (Must Provide Proof)	\$2 million

CAMPGROUND (GST INCLUDED)

Tent	\$20.00 per day
Camper, Trailer, Recreational Vehicles	\$25.00 per day

LIONS PARK KITCHEN COMPLEX

Not for Profit Groups	Rental Rate (Per Day)	\$25.00
	Refundable Damage Deposit	\$100.00
For Profit Groups	Rental Rate (Per Day)	\$50.00
	Refundable Damage Deposit	\$100.00

ALL FACILITIES KEY/COMBINATION LOCK DEPOSITS

Refundable Key Deposit	\$125.00
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PITCHING MACHINE

Redcliff Teams (Ladies & Little League)	\$5.00
All other groups	\$20.00
Refundable Security Deposit	\$20.00

PORTABLE SOUND SYSTEM

Daily Rental	No Charge
Security Deposit	\$100.00

PORTABLE STAGE

Daily Rental	No Charge
Security Deposit	\$500.00

MEALS ON WHEELS

Billed Cost per Meal

\$5.50

HOME CARE SERVICE PROVIDER SUBSIDY – (Effective May 1, 2013 – April 30, 2014)

COST	1 PERSON / YEAR *	2 PEOPLE / YEAR *
\$15.00	Less than \$20,700	Less than \$32,600
\$18.00	\$20,701 – \$25,100	\$32,601 – \$40,800
No Subsidy	Over \$25,000.	Over \$40,800

HOME CARE SERVICE PROVIDER SUBSIDY – (Effective May 1, 2014)

COST	1 PERSON / YEAR *	2 PEOPLE / YEAR *
\$15.00	Less than \$21,400	Less than \$33,700
\$18.00	\$21,401 – \$25,800	\$33,701 – \$41,900
No Subsidy	Over \$25,800.	Over \$41,901

* Net Family Income

PUBLIC SERVICES

CEMETERY

Plot	\$450.00
Cremation Plot	\$150.00
Columbarium Niche	\$800.00
Opening and Closing	\$450.00
Placing Urn	\$200.00
Columbarium Opening and Closing	\$200.00
Saturday Burial	\$340.00 (Additional)
Holiday Burial	\$340.00 (Additional)
After Hours Burial *	\$150.00 (Additional)
Children up to 6 years Opening and Closing	\$150.00
Setup of Tent	\$50.00

* After hours shall be any time after regular closing time for Public Services Department

Note: Graveliners are mandatory, and will be provided by the Town of Redcliff at cost as outlined in Cemetery Bylaw.

EQUIPMENT

Equipment for Custom Work	Rate per hour (Includes Operator)
Backhoe	\$90.00
Excavator	\$125.00
Excavator with hammer	\$170.00
3 Ton Truck	\$80.00
Tandem Truck	\$95.00
Grader	\$125.00
Sweeper	\$90.00
Sewer truck	\$100.00
½ Ton truck	\$45.00
Riding Mowers	\$50.00
Custom Services	\$35.00 plus cost
Skid Steer Loader	\$75.00
Small Equipment (mowers, pumps, etc.)	\$50.00
Laborer	\$45.00

LANDFILL (effective January 1, 2013)**General Fees**

Up to 250 kg's (550 lbs.)	\$7.00
Over 250 kg's	\$35.00/1,000 kg's
Town of Redcliff & Cypress County *	\$17.50/ 1,000 kg's
Special Waste requiring Class 2 site	\$42.50 / 1,000 kg's
Special Materials Disposal Fee **	At Cost
Clean Fill ***	No Charge

Minimum Flat Rates (apply during Power Outages)

Less than 1 (one) Ton vehicle	\$7.00(current minimum)
1 Ton vehicle	\$45.00
Over 1 Ton vehicle	\$50.00

Contract Haulers

Semi-Trailers	\$400.00
Front End Dumps	\$120.00
Roll off Containers	\$60.00

Other Rates

Surcharge for inadequately restrained loads	\$20.00
Refrigeration and Air Conditioning Equipment without confirmation of ozone depleting substances removed	\$50.00 per unit

* Garbage hauled on behalf of Cypress County will be charged at the rate for Cypress County, conditional to the bins being easily identifiable as Cypress County bins with their location. Billing for tonnage will be billed directly to Cypress County and not through the carrier.

** Based on approved equipment and manpower rates and any costs of materials and/or parts required to provide the extra handling, treatment or burial of wastes of an extraordinary nature.

*** Clean fill material must be suitable for cover material at the Landfill and will be accepted at the discretion of the Landfill Operator. The material must be free of concrete, asphalt, organics, liquids, hydrocarbons, or any hazardous material identified in the *Alberta Waste Control Regulation*.

WATER AND SEWER SERVICE INSTALLATIONS**BASE RATES****Water Service Only**

	1"	1½"	2"
Material Costs	\$1,150.00	\$1,775.00	\$2,400.00
Labour	\$1,900.00	\$1,900.00	\$1,900.00
TOTAL	\$3,050.00	\$3,675.00	\$4,300.00

4 Inch Sanitary Service Only

	4"
Material Costs	\$350.00
Labour	\$1,900.00
TOTAL	\$2,250.00

Water and 4 Inch Sanitary Service Installed Simultaneously

	1"	1½"	2"
Material Costs	\$1,475.00	\$2,125.00	\$2,775.00
Labour	\$2,275.00	\$2,275.00	\$2,275.00
TOTAL	\$3,750.00	\$4,400.00	\$5,050.00

Oversized Water and Sewer Services

The fee for the installation of any oversized water and sewer service will be determined at the time of request by the Public Services Department.

Storm Sewer Service

The fee for the installation of any storm sewer service will be established at the time of request and determined by the Public Services Department.

Residential/Commercial

Other costs; such as asphalt replacement, concrete replacement, or day lighting services to be determined at the time of request by the Public Services Department.

*** NOTE**

1. Rates are for installation of services during normal construction season. Costs for installing services during winter conditions will be established at the time of request and determined by the Public Services Department.
2. Material and labour costs for water and sewer service installations exceeding the sizes stipulated herein (whereas such service has been approved by **Council**) shall be based on actual costs plus 10%.

SANITARY SEWER CONNECTION FEE

An additional sanitary sewer connection fee is to be charged to the following properties for installation of sanitary sewer main on a portion of 4th Street NE. No local improvement bylaw was undertaken as a result of property owners not wanting the cost allocated to their property taxes as a local improvement tax.

• Lot 44, Block 107, Plan 8210827	\$2,941.04
• Lot 45, Block 107, Plan 8210827	\$2,789.44
• Lot 41, Block 108, Plan 8210827	\$2,248.68
• Lots 17-20, Block 108, Plan 1117V	\$3,032.00
• Lots 11-16, Block 108, Plan 1117V	\$4,548.00

FIRE DEPARTMENT

Inspection Services

Regular Program Inspections (Original and Follow-up) (Scheduled per QMP)	No Charge
Non-Regular Program Inspections (Original and Follow-up) (Daycares occupancy, loans, etc.)	\$30.00
Third and subsequent Inspections (When required by Inspector)	\$50.00

Cypress County

As per current fire agreement between Town of Redcliff and Cypress County

Equipment and Material Fees

Pumper Unit (includes 3 men)	\$400.00 600.00/hour*
Rescue Unit (includes 2 men)	\$400.00 600.00/hour*
Prairie Fire Truck (4x4 Ton with 2 men)	\$400.00 600.00/hour*
Firefighters	At Cost*
Materials Used	Replacement Cost
Special Equipment	Cost plus 10%
Administration Fee	\$25.00

Documentation Requests

Fire reports	\$25.00 each
Photographs	\$10.00 per print
Inspection report	\$25.00 each

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: April 28, 2014

PROPOSED BY: Municipal Manager

TOPIC: Urban Development Institute (UDI) Membership

PROPOSAL: To attain membership with the Urban Development Institute (UDI)

BACKGROUND:

In early April 2014, the Secretary of the Local Medicine Hat Chapter of the Urban Development Institute (UDI) issued a letter to the Town extending an invitation to the Town of Redcliff to consider membership within the local chapter. From the research I conducted of the recent past it appears as though a similar invitation was extended to the Town in 2010 of which the Town declined.

The Town's membership in the local chapter of the UDI may be one avenue in which the Town could strengthen ties with and seek out potential private developers for future development within Redcliff. This initiative is emphasized in Town Council's current Strategic Direction 2012-2014; it states the following:

Economic Development

Philosophies:

1. Continue to work on developing residential and commercial lands.
2. Priority should be on Northside and non-residential lands over future phases of residential lands.
3. Explore options for Eastside and Northside future development with private developers.
4. Promote an atmosphere of being "Open for Business" by implementation of fair yet appropriate processes.

Action:

1. Administration and Council to work on sourcing private developers to either control or partner with the Town on future development.
2. Establish a detailed capital plan for major projects by the end of 2012.
3. Develop a Sales and Marketing Plan by the end of 2012.
4. Utilize and maximize economic development partnerships with various stakeholders (EDA, PEP, Canadian Badlands, Entre-Corp).

The annual membership cost is \$500.00, and while not specifically budgeted for, it can still be funded through the current operational budget.

ATTACHMENTS

Correspondence from UDI dated April 2, 2014

OPTIONS:

1. To apply for membership with the UDI.
2. To not apply for membership with the UDI.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved to attain membership with the UDI at a cost of 500.00 to be funded from the 2014 operational budget.

SUBMITTED BY:

Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. 2014.



MEDICINE HAT

c/o Box 1028
Medicine Hat, AB
T1A 7H1

2 April 2014

Town of Redcliff
Mr. Arlos Crofts, Town Manager
Box 40
Redcliff, Alberta
T0J 2P0

Dear Mr. Crofts,

Re: membership in Urban Development Institute

As discussed at our meeting, I would like to extend an invitation to you to attend one of our meetings, and if of interest, to join our Chapter as a Member. This invitation is extended given that the Town of Redcliff is a land developer, much as is the City of Medicine Hat. Our membership includes the Land and Properties department of the City of Medicine Hat, as well as private developers, such as the Box Springs Group, and engineering and planning consultants to the development industry such as Stantec and Scheffer Andrew. We are next meeting on Thursday, at noon, at the Cypress Club in downtown Medicine Hat. Lunch is included. I will forward a copy of the agenda to you.

UDI is a national organization with provincial offices and local chapters. We provide input to the provincial office and receive their support on various matters. On the local level, we interact with municipalities on various issues, particularly such items as municipal development plan, servicing standards, offsite levies, land use bylaws, etc. It would be useful for you to interact with the development community given that we all operate within one economic area.

Membership is \$500 plus GST per year and that includes lunch at our 12 monthly meetings, so it is a really good deal!

Please let me know if you would like to attend our next meeting or a future meeting.

Thanks

Malcolm Sissons
Secretary
UDI Medicine Hat

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: April 28, 2014

PROPOSED BY: Manager of Legislative & Land Services

TOPIC: Encroachment Permit Application – Lot 7, Block A, Plan 9111515

PROPOSAL: To enter into an Encroachment Agreement with David & Allana Minor

BACKGROUND:

An Encroachment Permit Application has been received from David and Allana Minor who own 315 Mitchell Street NE (Lot 7, Block A, Plan 9111515). The Real Property Report provided indicates that a fence encroaches into Mitchell Street by over 11 metres.

The Encroachment Permit Bylaw (Bylaw 1751/2013), states that where the encroaching structure encroaches more than .31 metres onto Town of Redcliff Property the request for an encroachment permit shall be forwarded to Council for consideration.

The Public Services Department, Engineering Department and Development Officer have been asked to provide their comments

- Public Services Department
 - No concerns. No utilities within encroached area at this time.
- Engineering
 - Ensure ditch drainage is maintained and not impeded by the existing fence installations.
 - The 2010 Roadway System Master Plan shows a proposed multi-use trail along the west boulevard of Mitchell St. N (adjacent to this property) to be potentially developed sometime in the future.
- Development Officer
 - No concerns.

ATTACHMENTS

Encroachment Permit Application
Bylaw 1751/2013

OPTIONS:

1. To enter into an encroachment agreement with David & Alanna Minor of 315 Mitchell Street NE (Lot 7, block A, Plan 9111515).
2. To not enter into an encroachment agreement with David & Alanna Minor of 315 Mitchell Street NE (Lot 7, block A, Plan 9111515).


RECOMMENDATION:

That Council considers option 1.

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Municipal Manager be authorized to sign encroachment agreement with David & Alanna Minor of 315 Mitchell Street NE (Lot 7, block A, Plan 9111515).

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. **2014.**

RECEIVED
APR - 9 2014
TOWN OF REDCLIFF

TOWN OF REDCLIFF
ENCROACHMENT PERMIT

We, David Minor and Allana Minor owner of the property legally described as Lot(s) 7, Block A, Plan 9111515, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at 315 Mitchell Street North, Redcliff legally described as: Lot(s) 7, Block A, Plan 9111515, do, in fact, encroach upon a portion of: Mitchell Street as shown on the Survey Certificate attached hereto and forming part of the Permit.

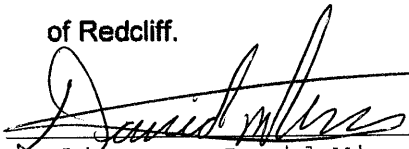
The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become

dilapidated or damaged;

- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation, be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.
- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
 - a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.


Applicant - David Minor


APPLICANT - Allana Minor

Approved on behalf of Town of Redcliff this the _____ day of _____,

_____.

MUNICIPAL MANAGER

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

DESCRIPTION OF PROPERTY

Lot 7, Block A, Plan 911 1515
#315 Mitchell Street N.E., Redcliff, Alberta

I, George A. Munro, Alberta Land Surveyor do hereby certify that this Report and related survey, was prepared and performed under my personal supervision and in accordance with the Manual Of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly, within those standards as of the date of this Report, I am of the opinion that:

1. The Plan illustrates the boundaries of the Property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements and rights-of-way affecting the extent of the title to the property;
2. The improvements are entirely within the boundaries of the property unless otherwise noted;
3. No visible encroachments exist on the Property from any improvement situated on an adjacent property unless otherwise noted, and;
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of the property, unless otherwise noted.
5. Title information is based on a title search dated December 6th A.D. 2013 C. of T. No. 031 227 644.
6. Date of Survey December 4th, 2013
7. Unless otherwise specified the dimensions shown relate to distances from Property boundaries to the exterior finish at time of survey.
8. Distances are in metres and decimals thereof.
9. This document is not valid unless it bears an original signature (in blue ink) and a red Global Raymac Surveys permit stamp.
10. Purpose: This Report has been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of a real estate transaction. Copying is permitted only for the benefit of these parties. Where applicable, registered easements and utility rights of way affecting the extent of the property have been shown on the plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.
11. *Property is subject to Caveat - Reg. No. 891 109 406.*
12. *Property is subject to Utility R.W. Plan 911 1516 - Reg. No. 911 173 439.*
13. *Percent of Coverage = 6.4% (Commercial Building)*
14. *Fence encroaches into Town of Redcliff Street as shown on the Plan.*





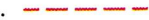
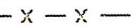




Dated this 9th day of December A.D. 2013.

George A. Munro

George A. Munro, A.L.S.

LEGEND

ABBREVIATIONS AND SYMBOLS THAT MAY APPEAR ON THIS PLAN.

Drill Hole found shown thus ... 
Iron Bar found shown thus ... 
Statutory Iron Post found shown thus ... 
Delta (Central) angle of arc shown thus ... 
Eave Fascia are shown thus ... 
Fences are shown thus ... 
Line not to scale shown thus ... 
Utility Rights-Of-Way are shown thus ... 
Building foundation shown thus ... 
Property line shown thus ... 

A denotes length of arc
A.G. denotes Above Ground
Blk. denotes Block
Cant. denotes cantilever
Conc. denotes concrete
C.S. denotes Counter Sunk
E. denotes east
Fd. denotes found
G.L. denotes ground level
m denotes metres
Mk. denotes mark
M.A. denotes Maintenance Access
Mks. denotes marks

N. denotes north
O.D. denotes Overland Drainage
R denotes radius of arc
Re-est. denotes Re-established
Reg. No. denotes registration number
Ret. Wall denotes retaining wall
R.W. denotes Right-Of-Way
S. denotes south
U. denotes Utility
W. denotes west
Fences are within 0.20m of property line unless otherwise noted
Eave dimensioned to Fascia



Page 1 of 3

CLIENT: J. Bathory Consulting Ltd.

FILE NO.

Drawn by: B. Norlie

SCALE AS SHOWN

M.G.S. FILE NO.

13MM0576

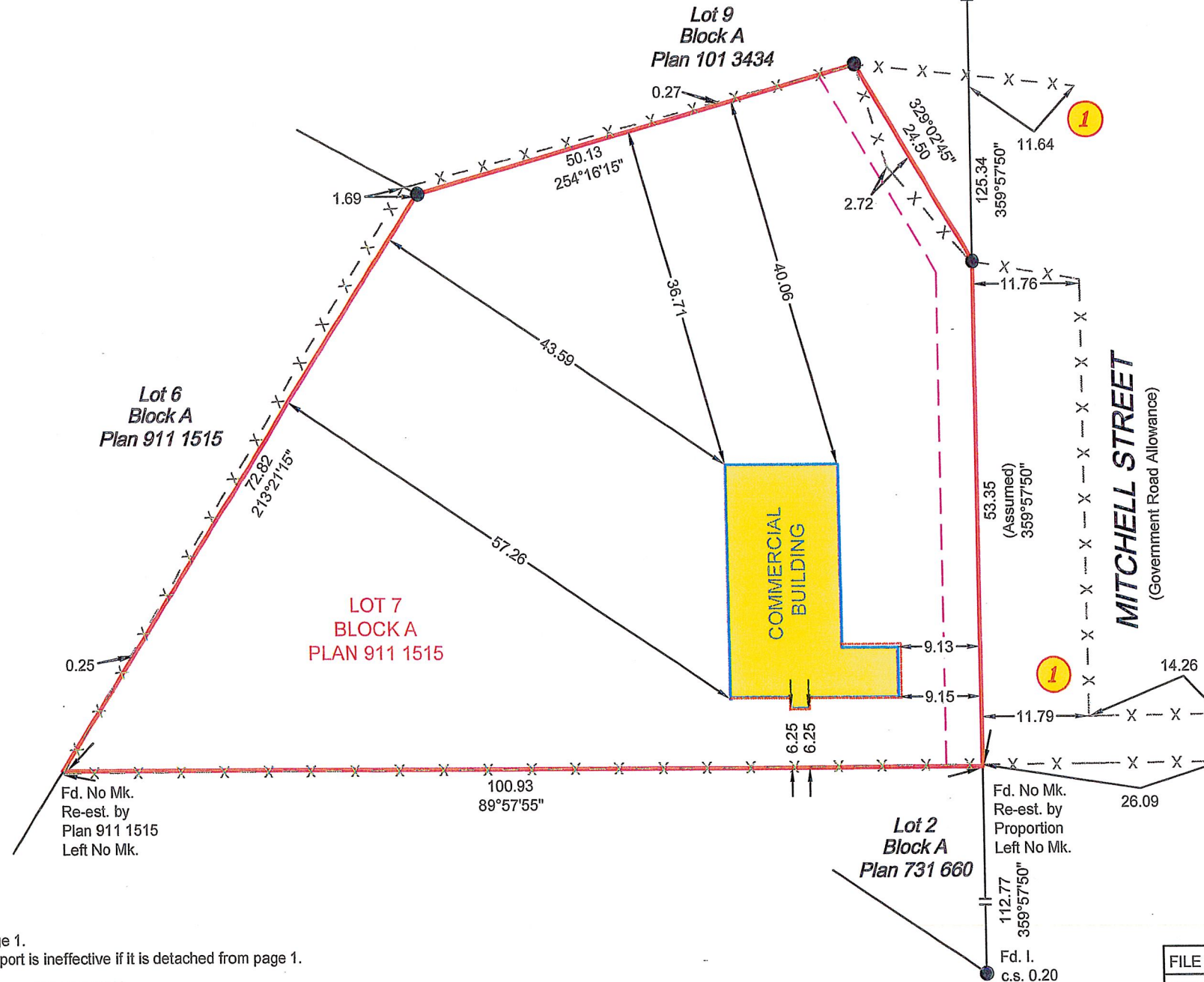
DESCRIPTION OF PROPERTY

Lot 7, Block A, Plan 911 1515
#315 Mitchell Street N.E., Redcliff, Alberta

N.E. 1/4 Sec.17, Twp.13, Rge.6 W.4M.

global raymac
surveys

124, 1310 Kingsway Avenue SE - Medicine Hat, Alberta T1A 2Y4
Ph: 403.526.6300 www.globalraymac.ca



1

Fence encroaches into
Town of Redcliff Street as shown

Notes:
Legend shown on Page 1.
This Real Property Report is ineffective if it is detached from page 1.

© Copyright Global Raymac Surveys 2013.

Page 3 of 3

FILE NO.	Drawn by: B. Norlie	
SCALE 1:600	M.G.S. FILE NO.	13MM0576

DESCRIPTION OF PROPERTY

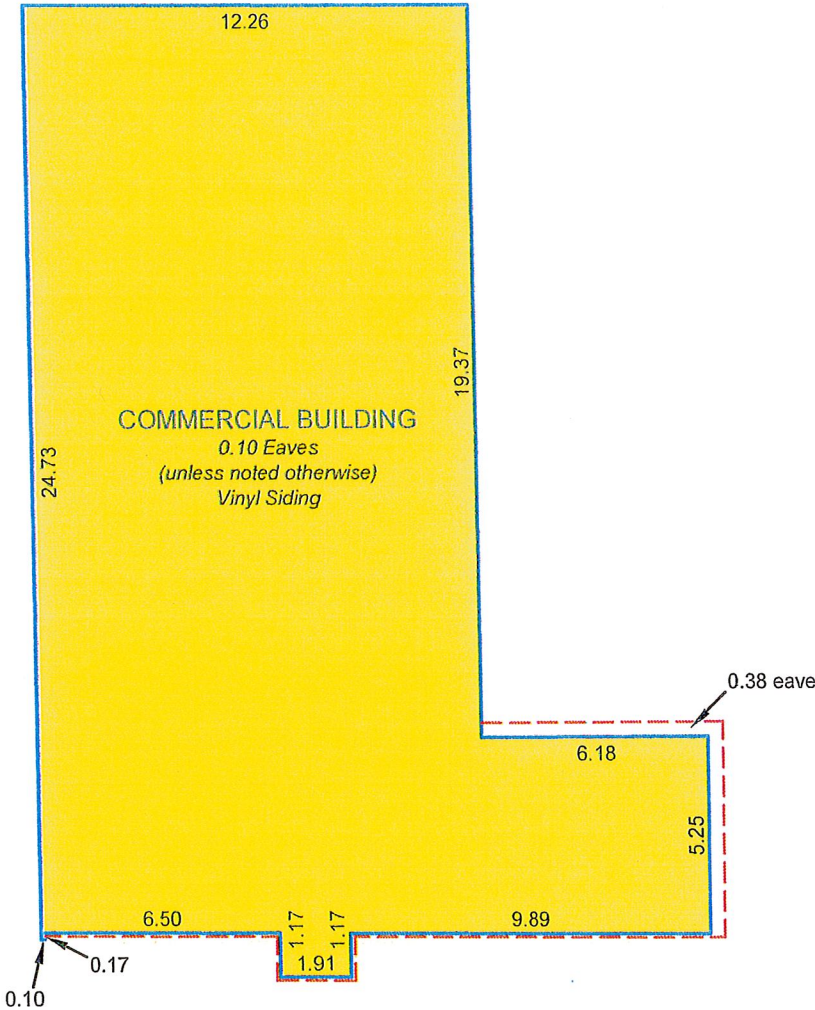
Lot 7, Block A, Plan 911 1515

#315 Mitchell Street N.E., Redcliff, Alberta

BUILDING DETAILS



124, 1310 Kingsway Avenue SE - Medicine Hat, Alberta T1A 2Y4
Ph: 403.526.6300 www.globalraymac.ca



Notes:
Legend shown on Page 1.
This Real Property Report is ineffective if it is detached from page 1.

FILE NO.	Drawn by: B. Norlie
SCALE 1:200	M.G.S. FILE NO. 13MM0576

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT



DESCRIPTION OF PROPERTY

Lot 7
Block A
Plan 911 1515

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surveys

124, 1310 Kingsway Avenue SE - Medicine Hat, Alberta T1A 2Y4
Ph: 403.526.6300 www.globalraymac.ca

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT



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124, 1310 Kingsway Avenue SE - Medicine Hat, Alberta T1A 2Y4
Ph: 403.526.6300 www.globalraymac.ca



Approved by Council:

**CODE OF ETHICS AND CONDUCT FOR MEMBERS
APPOINTED TO REDCLIFF COMMITTEES, BOARDS & COMMISSIONS**

BACKGROUND

The proper operation of democratic local government requires that persons appointed by Redcliff Town Council to its committees, boards and commissions be independent, impartial and duly responsible through Council to the citizens of Redcliff.

Accordingly it is the purpose of these guidelines of conduct to outline certain basic rules for persons appointed to boards and commissions so that they may carry out their entrusted duties with impartiality and dignity, recognizing that the function of the board or commission members is, at all times, service to their community and the public.

To further these objectives, certain ethical principles should govern the conduct of persons appointed to boards and commissions in order that they shall maintain the highest standards in public office and faithfully discharge their duties.

These guidelines are additional to any requirements at law and do not excuse any member from complying with any common law or statute law.

POLICY:

- 1. Act in the Public Interest**
Recognizing that the Town seeks to maintain and enhance the quality of life for all Town businesses and residents through effective, responsive and responsible government, members will conduct their business with integrity, in a fair, honest and open manner.
- 2. Comply with the law**
Members shall comply with all applicable federal, provincial and local laws in the performance of their duties.
- 3. Conduct of Members**
The conduct of members in the performance of their duties and responsibilities with the Town must be fair, open and honest. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members, members of Council, staff or the public.
- 4. Respect for process**
Members shall perform their duties in accordance with the policies and procedures and rules of order established by the Town of Redcliff. Members shall be aware of the mandate of their respective committee, board or commission, and act accordingly.

5. Conduct of Public Meetings

Members shall prepare themselves for public meetings; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall not interrupt other speakers, make personal comments not relevant to the business of the body; or otherwise disturb a meeting.

6. Decisions based on merit

Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.

7. Communication

Subject to paragraph 10, members shall publicly share substantive information that is relevant to a matter under consideration by the board or commission, which they may have received from sources outside of the public decision-making process.

8. Conflict of Interest / Pecuniary Interest (Should this be Conflict of Interest or Pecuniary Interest or maybe labeled as both)

Members shall be aware and act in accordance with provincial legislation and any Town of Redcliff Bylaws and policies governing conflict of interest.

Members who have a Pecuniary Interest / Conflict of Interest must:

- disclose the general nature of the conflict prior to any discussion of the matter,
- abstain from voting on any motion relating to the matter,
- abstain from any discussion on the matter, and
- leave the room in which the meeting is being held until discussion and voting on the matter are complete.

9. Gifts and Favors

Members shall not accept any money, property, position or favor of any kind whether to be received at the present or in the future, from a person having, or seeking to have dealings with the Town, save for appropriate refreshments or meals, except where such gift or favor is authorized by law, or where such gifts or favors are received as an incident of the protocol, social obligations or common business hospitality that accompany the duties and responsibilities of the member.

10. Confidential Information

Members shall respect the confidentiality of information concerning the property, personal or legal affairs of the Town. They shall neither disclose confidential information without proper authorization, nor use such information to advance their personal, financial or other private interests.

11. Use of Public Resources

Members shall not use public resources not available to the public in general, such as staff time, equipment, supplies or facilities, for private gain or personal purposes.

12. Advocacy

Members shall represent the official policies or positions of the Town and Board or Commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent the Town, their Committee, Board or Commission, nor will they allow the inference that they do.

13. Positive Work Place Environment

Members shall treat, other members, the public, Redcliff Town Council and Town staff with respect and shall be supportive of the personal dignity, self-esteem and well-being of those with whom they come in contact with during the course of their professional duties.

14. Implementation

The Code of Ethics and Conduct for members appointed to Town of Redcliff Committees, Boards and Commissions is intended to be self-enforcing. Members should view the code as a set of guidelines that express collectively the standards of conduct expected of them. It therefore becomes most effective when members are thoroughly familiar with the code and embrace its provisions.

The Code of Ethics and Conduct for members appointed to Committees, Boards and Commissions will be provided to existing members as well as to future applicants. Members appointed to a Board or Commission will be requested to sign the members' statement affirming that they have read and understood the Town of Redcliff Code of Ethics and Conduct for members appointed to Committees, Boards and Commissions.

15. Compliance and Enforcement

The Town of Redcliff Code of Ethics and Conduct for members appointed to Committees, Boards and Commissions expresses standards of ethical conduct expected for members of the Town's Committees, Boards and Commissions. Members themselves have the primary responsibility to assure that these ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of the governance of the Town of Redcliff.

Redcliff Town Council may terminate the appointment of members for breaching the code of ethics and conduct policy.

MODEL OF EXCELLENCE**Members of a Committee, Board, or Commission
of the Town of Redcliff**

As a member of a Town of Redcliff Committee, Board, or Commission, I agree to uphold the code of Ethics adopted by The Town of Redcliff and conduct myself by the following model of excellence.

I will:

- Govern myself in accordance with the requirements and obligations set out in the municipal legislation of the Province of Alberta and the bylaws and policies of the Town of Redcliff.
- Recognize the diversity of open and responsive government;
- Help create an atmosphere of open and responsive government;
- Conduct public affairs with integrity, in a fair, honest and open manner;
- Respect one another and the unique role and contribution each of us has in making the Town of Redcliff a better place to work and live;
- Strive to keep the decision-making processes open, accessible, participatory, understandable, timely, just, and fair;
- Avoid and discourage conduct which is not in the best interests of the Town;
- Treat all people with whom I come in contact in the way I wish to be treated.

I confirm that I have read and understood the Code of Ethics and Conduct for members appointed to Redcliff Committees, Boards and Commission and will govern myself accordingly.

Signature

Date

Name of Committee, Board or Commission



ALBERTA
MUNICIPAL AFFAIRS
Office of the Minister

RECEIVED

AR72453

APR 22 2014

TOWN OF REDCLIFF

APR 15 2014

His Worship Ernie Reimer
Mayor, Town of Redcliff
PO Box 40
Redcliff AB T0J 2P0

Dear Mayor Reimer,

Thank you for the letter of March 24, 2014 from Mr. Arlos Crofts, Municipal Manager, and your final monthly report.

After reviewing the progress report, I am satisfied that the directives have been completed as ordered following the 2013 inspection report. Based on the town's report, I hereby conclude the directives contained in Ministerial Order No. L:112/13 and L:001/14.

Although the directives are concluded, I encourage your council and administration to continue using the best practices that formed the basis for those directives. It is critical that the council works as a unit in considering the good of the municipality as a whole. I also encourage the town to make use of the resources available through the Municipal Services Branch of Municipal Affairs.

I anticipate that you and council will continue to make positive changes in the best interests of the community.

Thank you again for writing.

Sincerely,

Greg Weadick
Acting Minister of Municipal Affairs

cc: Arlos Crofts
Municipal Manager, Town of Redcliff

April 16, 2014

His Worship Ernie Reimer
Mayor
Town of Redcliff
PO Box 40
Redcliff AB T0J 2P0

Dear Mayor Reimer,

Bill 27, the *Flood Recovery and Reconstruction Act*, was enacted in December 2013 and includes a number of amendments to the *Municipal Government Act (MGA)*, including:

- regulation-making powers for controlling, regulating or prohibiting any use or development in a floodway, including the types of development that are authorized in a floodway; and
- an exemption provision regarding floodway development that will account for the special circumstances of municipalities with significant development already in a floodway such as Fort McMurray and Drumheller.

These amendments support our government's efforts to rebuild safer and stronger communities. A regulation is required to set out the specific details of the restrictions to be placed on development in a floodway to ensure we rebuild in a manner that safeguards against future flood damage. As part of the regulation development, Municipal Affairs will be undertaking a two-phased stakeholder engagement process.

In the first phase, a task force will be established. Municipal Affairs will be inviting representation from the Alberta Urban Municipalities Association, the Alberta Association of Municipal Districts and Counties, the Urban Development Institute, the cities of Calgary and Edmonton, the towns of Drumheller and Canmore and the Regional Municipality of Wood Buffalo. It is anticipated the task force will meet from late April through May of 2014.

.../2

- 2 -

In the next phase, input gathered from the task force will be taken to a broader audience over this summer. Municipalities with identified flood hazard areas will be invited to attend a one day symposium anticipated for June 2014. In addition, general information on the proposed regulation will be posted on the Municipal Affairs website so that interested parties can provide their input on what is being proposed.

Input from municipalities who represent the interests and perspectives of their communities will be invaluable to during the engagement process to help ensure that the Floodway Development Regulation is a key tool to support the development and growth of safe and resilient communities.

Sincerely,

A handwritten signature in dark ink, appearing to read "G Weadick". The signature is fluid and cursive, with a large initial "G" and a stylized "W".

Greg Weadick
Acting Minister Municipal Affairs

Memo

To: Redcliff Council
From: Municipal Manager
Date: April 28, 2014
Re: Sanitary Inflow and Infiltration Investigation Study - Tender Award

Policy 38 – Purchasing Policy states:

Authority to Sign Purchase Orders

1. The Municipal Manager is authorized to sign purchase orders for any item where such payment has been approved by Council through resolution, Bylaw, or annual budget. When an item exceeds \$75,000 the Municipal Manager will report such expenditures to Council.

The Sanitary Inflow and Infiltration Investigation was included in the 2014 budget in the amount of \$100,000. The budget for this project was further amended by Council through resolution at the April 14, 2014 Regular Council meeting to the amount of \$160,000. The Request for Proposals was prepared and proposals submitted by ISL Engineering, MPE, and WSP. ISL Engineering came in the lowest and has been awarded the contract. Two of the three submitted proposals came in under the amended budget amount. As this amount exceeds the Purchase Policy threshold for the Municipal Manager, I am reporting these expenditures to Council.

The overall project includes the Sanitary Inflow and Infiltration Investigation study as well as the purchase of multiple flow meters (which will help obtain appropriate flow rate data).

The summary of the submitted proposal amounts (for the Sanitary Inflow and Infiltration study) are as follows:

Proponent	Budget	Proposal Amount
ISL Engineering	160,000	127,532
MPE	160,000	145,400
WSP	160,000	162,262

Physician Recruitment and Retention

- Participated in a physician site visit with Mayor Reimer and an area realtor (this was a relatively last minute arrangement). The physician visited the Medicine Hat and area (as well as other Southern Alberta regions) for a few days.
- The Town has also received a few applications, which will need to be reviewed by council, for membership on the recently established Redcliff Physician Recruitment and Retention Committee.

On-going projects:

- Building Permit Closure (for period 2007-2011): Please refer to the Legislative and Land Services section of this report. Additional review will be taking place with representatives from Municipal Affairs towards the end of April and beginning of May.
- Initiated the recruitment process for the upcoming vacancy of the Public Services Director (due to upcoming retirement of Darrell Shaffer).
- Finalizing the position/job description for the vacant Director of Community and Protective Services position with advertisement and recruitment to follow shortly.
- Met with the IXL group to further discuss planning stages regarding future development (ie. roadway alignments and historic park concept).
- March 27th – attended and participated in the follow-up R.V. open house.
- Working in coordination with the engineering department to initiate the Inflow and Infiltration Investigation.
- Submission of inquiries to Alberta Infrastructure regarding the administration of the New Building Canada Fund (Federal Grant) that is being discussed/negotiated between Federal and Provincial governments.

Emergency Management:

- April 16 - Attended the regional collaboration grant emergency management meeting with City of Medicine Hat and Cypress County to review the Municipal Emergency Management Plans (MEMP) under construction.
- Coordination with AEMA to submit a list of emergency related supplies (in flood events) that the Town can procure through a corresponding grant.
- April 29th and 30th – participation in emergency management ICS 200 training.

Day to Day Responsibilities:

- April 9 – Met with Prairie Rose School Division representatives regarding their newly adopted multi-year capital plan (which includes a proposed new school facility in Redcliff); however, they stressed that because the school division is entirely provincially funded they are subject to annual funding allocation as determined by the Province; thus implementation of their capital plan ultimately depends on Provincial funding approvals from year to year.
- April 15 – Attended the Municipal Government Act consultation session for municipal administrators.

- Met with multiple residents regarding drainage and other concerns throughout the Town.
- Carry out regularly scheduled management and staff team meetings.
- Respond to human resource and operational issues as they arise.
- Respond to councillor inquiries as they arise.

Finance & Administration

Municipal Tax Levy & Notices

Over the next few weeks the Finance & Administration department will be preparing the 2014 tax bylaw. This bylaw is expected to be brought to Council at the first May meeting. Once the Tax Rate Bylaw receives final reading, the Finance and Administration will begin the preparation of the tax notices for all property in Redcliff. The notices are scheduled to be mailed May 26th. Tax payments are due June 30th and the final date for assessment complaints will be 60 days from the mailing of the notices.

Commercial Garbage Service

During the month of April the utility function will complete the implementation of the changes made in the 2014 garbage utility bylaw regarding Non-Residential garbage service. All Non-Residential utility customers that do not currently have municipal garbage service have been contacted about the changes and given the opportunity to apply for an exemption if arrangements are in place for an alternate commercial service. Customers without service or exemption will be signed on effective May 1st.

Staffing

The Finance & Administration Department is happy to welcome Jodi Nemeth to our team as the new Taxation / Accounting Clerk. Jodi is rejoining the department April 28th, and I would invite everyone to welcome her to her new position.

Other Priority Projects:

Banking Service Request for Proposal

Review of Wage Allocations Consideration of Municipal Force Costs in Capital Projects

Municipal Enforcement

Total files this reporting period (March 2014) 11 (8 reported, 3 self-generated)

TRAFFIC BYLAW: 1 self-generated file.

STREET BYLAW: no files created.

NOISE BYLAW: no reported incidents, however noisy party and after hours noise complaints may have been dealt with by the RCMP.

DOG CONTROL BYLAW: 6 reported complaints dealt with and 1 self-generated.

BUSINESS LICENSE BYLAW: No new business noted working in the Town of Redcliff, numerous inquiries relating to existing licenses and changes made in ownership and locations. 1 inquiry received relating to the possibility of a new Taxi business starting up in April.

NUISANCE AND UNSIGHTLY PREMISES BYLAW: There was one complaint registered however the issue was water drainage between private properties and was dealt with by the concerned property owners. Preliminary work is being done under the Dangerous Condition provisions of this bylaw.

HIGH WIDE LOAD PERMITS: 2 issued for the month of March.

MISC: During this reporting period I was absent on holidays from Mar 21 to month end. In being in contact with the RCMP upon my return, bylaw calls were minimal.

Community Services

- The **Volunteer Celebration and Citizen of the Year Awards** night went well; there were approximately 185 people in attendance including the Mayor Ernie Reimer, MLA Drew Barnes and MP LaVar Payne. Good feedback overall on the event. I would like to note and recognize the significant effort in relation to planning and implementation of this event on the part of Cindy Murray.
- The May to August Program and Event Guide will be available soon
- The desktop review for the 670 Collective Mountain Bike Club is complete; the Bike Skills Parks development should start soon; further discussion required regarding the bike trail
- Pool staff has been hired; opening day will be May 31
- Community Services and DREAMS (Developing Redcliff's Education and Mental health Supports) will be working together on several events over the next few months; this includes movie night at the end of April; the Mental Health March in May and a Hawaiian pool party in June

Public Services

Water, Sanitary Sewer, and Storm Utilities

The City of Medicine Hat has permitted the Town to discharge the Dirkson Dr. storm pond water at a controlled rate to the City's system. Pumping began April 3rd and is currently still pumping.

A firm was contracted to inspect the 3rd St. NW Sanitary lift station pumps. They came to site and did their inspection on both pumps. Verbally the technician advised the pumps are in good shape mechanically with no immediate repairs recommended. A written report should be arriving soon.

Preparations are being made to have the sanitary sewer main that feeds the factory lift station inspected by which will include sending a camera down this line. Some tree removal and fencing modifications needed to take place before work can be done.

N.W. Storm pond has been kept to as low levels as possible. We have had Gartech electrical look into options of enhanced automated controls. Gartech has ordered float switches to install which will ensure the pond can be kept at lower levels with some automation.

The Sanitary sewer trunk line along boundary road south of the railway tracks was flushed as preventative maintenance. The line did not appear to have as much sediment in it as other years.

Yearly sanitary sewer maintenance flushing preventative maintenance program has begun. Our goal every year is to flush approximately half of the sanitary sewer system every year. It takes approximately 3 weeks to accomplish this goal.

Municipal Works

Street and road maintenance is underway with sweeping being done as weather has permitted. Pothole filling has also started to increase.

Drainage issues have also kept the staff busy clearing culverts and pumping low lying water.

Staff repaired a sewer service at 102 2nd st. NE that had a collapsed pipe. This sewer was nearly 20 feet deep and with frost conditions it took 3 full work days to complete.

We have also repaired 2 more water leaks during the past month. 17- 6st. N.W. & 30 – 11st. N.E

Installation of multiple warning signs for the cliff erosion behind the Jesmond subdivision along the trail.

There have been a few funerals to prepare for over the past month also.

Staff has also been very busy with moving and repairing garbage bins. Since the new bylaw has been put in place the commercial bins have received a lot more staff time than previous.

Staff is busy preparing to do several sanitary sewer repairs that were identified during the winter months. Installation of new services on Broadway ave. is also being incorporated into the work schedule.

Parks and Recreation

Seasonal staff has all been hired with most staff to start in early May, 2014 and working to approximately the end of august.

The ice was removed from the rectangle for another season and took a full week to tear out. Various other cleaning and minor repairs have also been completed since the rink closed.

Staff have removed the 3 pumps at the swimming pool for repairs of damage caused during last July's heavy rain event. There is an insurance claim waiting to be issued once we have all the costs back. We are looking to clean and get the pool ready for the season as soon as the weather permits.

Staff have begun prepping vehicles and equipment for the summer season and also been cleaning some of the leaves and debris at the parks when the weather has permitted.

The Facilities Supervisor has written and passed his Industrial/Landscape pesticide applicators certification exam. Last summer there was no staff that had a landscape applicators license. We are looking forward to getting the parks back in top notch shape.

Monthly building checks and weekly heated building checks also take place along with various requests from other departments.

Landfill

The Landfill continues to accept normal quantities of waste during this time of year.

Annual calibration of both scales took place earlier in April.

Salbro consulting is currently designing the new cell and leachate pond with hopes of tendering the project later this year.

Ridgeline Greenfill submitted a proposal to the landfill authority on the idea of building an industrial cell and expanding their current operation at our site. Talks will be ongoing and Ridgeline is expected to comb back with more information to the Regional Waste Authority.

Engineering

2014 CAPITAL PROJECTS

- **4th Ave SW (1st St – 4th St) road, storm and sanitary**
 - Hydrovac for some existing conflicting utilities and detailed design in progress.
 - External Geotechnical through WSP (previous Genivar) completed.
 - 4th Ave SW storm ROW purchase negotiations are in progress.
- **Sanitary Inflow and Infiltration Investigations**
 - Three Engineering Proposals for Sanitary Inflow and Infiltration Investigation were received on April 04th with their prices as follows: ISL Engineering Calgary- \$127,532.00, MPE Medicine Hat - \$145,400.00 and WSP \$162,262.00. All proposals were above the approved budget. Budget amendment was sought with approval being received from Council.
 - The Proposals have been reviewed with project being awarded to ISL Engineering (see Memo in agenda package).
 - Received quotes for flow monitors with review in progress.
 - Rain gauge products review done with current users and information requested from the vendor. A wireless data plan will be required to capture the continuous data.
- **Northside FSR Draft**
 - Northside Industrial Area FSR (1st Draft) received on Dec 20, 2013 from Scheffer Andrew. Town's review in progress.
- **WATER TREATMENT PLANT, RAW WATER PUMP STATION AND PIPELINE UPGRADES:**
 - **Water Treatment Plant (WTP) Design:**
 - Next WTP design review meeting scheduled for April 30, 2014 from 09:00 am to 03:00pm.
 - Weekly phone conference calls with MPE, Engineering and Public Services staff to clarify the details of project drawings and shut down schedules to minimize the operating problems

during constructions.

- **Rawwater Supply pipeline project :**
 - Contractor will complete the remaining deficiencies in the spring.
 - Project is under 2 years warranty since Nov 16, 2013
 - Received As built drawings, photos and other record information from MPE and review in progress.
- **Pump Station Upgrade:**
 - Carver is working on the completion of deficiencies.
 - Project is under one year warranty since Oct 31, 2013
- **OTHER MISCELLANEOUS:**
 - **2013 Road Rehab Program:** Transit Paving will complete the deficiencies in spring 2014. Project is under 2 year's warranty.
 - **FAC inspection of 2011 road and underground projects** completed with Transit Paving and LMT Enterprises. Deficiencies will be fixed in 2014.
 - Misc Site Drainage Plans review, comments and meeting with the consultants as part of Development applications.
 - Laneway drainage evaluation – 334 1st St SE.
 - Redhat Co-op site drainage follow up in progress.
 - On-going map updates for Public Services and Land sales & Legislative departments.
 - Digital file storage in GIS mapping.
 - Town's Engineering design guidelines and construction standards update in progress.

Land and Legislative Services

- Ongoing inquires re: land sales, development & subdivision.
- Ongoing enforcement issues of non-permitted development and older files.
- Attended the Municipal Government Review Sessions on April 14 & 15th.
- An appeal has been received of Development Permit 14-DP-033 (Construction of Shop & Concrete Plant). The permit was denied by the Municipal Planning Commission due to not meeting the front setback.
- Will be attending the Alberta Municipal Affairs Regional Training Session April 29 in Picture Butte
- Alberta Municipal Affairs Safety Services Division will be here towards the end of April and beginning of May to complete review of older outstanding building permit files.

MAYOR AND COUNCIL COMMITTEE REPORTS, APRIL 28, 2014

Mayor Reimer's Report

February 11, 2013 I took part in judging a student science fair at Margaret Wooding School.

February 12, 2014 I attended a Question and Answer session at I.F. Cox School at one of their grade one classes. A social studies Q&A period.

February 20, 2014 I attended a Pink T-short assembly at Margaret Wooding School. I was asked to speak to an anti-bullying campaign, which I found to be a very worthwhile endeavor.

March 6, 2014 I attended a Mayor's caucus in Edmonton. Some of the topics of discussion were:

- Proposal to change all 460,000 street lights in Alberta to energy efficient lights.
- Upgrade Highway 41 South to the Wild Horse border crossing.
- Highway #1 By-pass around Medicine Hat and Redcliff.
- Long Term Transportation Strategy.
- Improvements to Voluntary Amalgamation.
- Storm Water management.
- Senior's Lodge program Review

March 31, 2014 I attended a social event at the Medicine Hat Lodge. The event was a kickoff on the announcement of the 2016 Provincial Summer games in Medicine Hat. The social event was highlighted by the attendance of Mr. Frank King. Mr. King was the driving force behind the 1988 Winter Olympics in Calgary. Mr. King's father resided in Redcliff some number of years ago, where he was the Principal at Parkside School and was very well liked and respected.

April, 2014 In early April I was asked to evaluate several students and citizens at large between the ages of 5 and 22, who were nominated by their peers as Leaders of Tomorrow. They were nominated for their exceptional involvement in volunteerism in their community.

I have taken part in ongoing discussion with Mr. Malcom Sissons regarding the old brick plant and his residential development plans.

MAYOR AND COUNCIL COMMITTEE REPORTS, APRIL 28, 2014

Councillor Brown's Report

- March 11 Supper with Medicine Hat Council.
Both Town & City Council attended, a lot of topics were discussed informally, an opportunity to meet & get to know each other.
- March 13 Town of Redcliff Community Information night.
Town Administration, Public Works, Council & Town Fire Dept. attended to let the help & answer any questions citizens might have. There was a lot of information available from what is happening and how they happen in our great community. Info on Snow routes, Sewer, Stormwater & Water plans to the costs to operate the Rectangle Arena & Pool.
- March 25 Canadian Badlands Conference.
77 % membership attended conference
A Little Bit Out There, new ad slogan
12 million investment in Eco Lodge in Dinosaur park by Pure North comp.
Calgary Stampede is a new partner
Minister confirmed commitment to Badlands & they are working towards a Tourism Framework including Initiatives
Launching in Fall 2014 - communities can list what their needs and wants are, eg. restaurant - Links for Attractions, Events, Investments, etc. We can put our info on the Badlands Website and it will all be listed.
Keynote speakers, Brett Wilson, the mountains are nice, but they get in the way of the view of the badlands. Dennis Travale, Mayor of Norfolk County, rural repositioning, moving from growing mostly tobacco to a leader in crops of ginger, corn, cucumbers, etc. Anthony Cobb, fogo island inn, doing things differently, unconventional, be prepared to hear the nasayer.
The world is looking at Canadian Badlands and all the collaboration.
- March 27 RV Open House
All the data from surveys and comments, suggestions were compiled and charted. I heard that they mostly agree with the results.

Councillor Leipert's Report

- March 11 Medicine Hat and District Chamber of Commerce Business Advocacy Meeting held Tuesday March 11, 2014 at 8:00 AM in the Executive on the Ridge.
The mood and tone is very positive, Medicine Hat's new council is aggressively presuming business with the Chamber of Commerce. Their ownership of utilities gives them a definite advantage when enticing prospective business to our area.
- March 20 Community Leaders of South East Alberta March 20, 2014 at 3:00 PM at the Cypress Club. This meeting chaired by Len Mitzel was an exercise in defining our goals and objectives.
- March 20 Riverview Golf Club Annual General Meeting, March 20, 2014.
I attended the annual general meeting of the Riverview Golf Club. The Club intends to open in the first part of April weather permitting. They are awaiting a response from the Town with regard to the letter requesting a loan for operating.